

## CM 1.0 Facility-Wide Control Measures

### Targeted Activities:

- General Facility Operations

### Targeted Pollutants:

- Fuels/Oils/Grease
- Solvents
- Soaps/Detergents
- Battery Acid
- Paint

### Key Approaches:

- Keep outside areas clean.
- Conduct regular inspections.
- Train employees.
- Document stormwater pollution prevention activities and keep records.

### Minimize Exposure

- 1.1 Limit pollutant sources to indoors or under cover, when possible.

### Good Housekeeping

- 1.2 Maintain areas exposed to stormwater in a clean and orderly manner.
- 1.3 Restrict site access.
- 1.4 Substitute less hazardous/biodegradable materials where feasible.

### Spill Prevention and Response Procedures

- 1.5 Post Spill Response Plans in areas where spills are most likely to occur.
- 1.6 Spill kits
  1. Stock with adequate spill response equipment and materials.
  2. Place in accessible locations and on vehicles where spills are likely to occur.
  3. Provide labeling
  4. Provide lids.
  5. Keep free of trash.
- 1.7 Spill containment and reporting
  1. Stop the spill at the source, if feasible and safe to do so.
  2. Prevent the spill from entering the storm drain by using drip pans, absorbent booms, mats, or other devices.
  3. Report spills by calling: (602) 273-3311.
- 1.8 Spill response
  1. When feasible and safe, use spill response equipment to clean-up spill.
  2. Dispose of used spill response materials promptly and appropriately per regulations.
  3. Use appropriate procedures for hazardous materials spill response.

### Management of Runoff

- 1.9 Outdoor water supplies
  1. Limit availability of water supplies for wash down of buildings, concrete, etc.
  2. Post signs at outdoor water sources identifying appropriate or inappropriate uses.

### Employee/Contractor Training

- 1.10 Attend annual SWPPP training (PPT members).
- 1.11 Provide equivalent SWPPP training to employees who work in areas where industrial materials or activities are exposed to stormwater or have responsibilities under the SWPPP.
- 1.12 Contractor/subcontractor education
  1. Provide construction and operational contractors and haulers with copies of relevant CMs.
  2. Require contractors to comply with all relevant CM requirements.
  3. Retain documentation that CMs and training have been provided.

## CM 1.0 Facility-Wide Control Measures

### Routine Facility Inspections

- 1.13 Perform inspections at regular intervals to identify and eliminate non-stormwater discharges.
- Retain documentation of inspection deficiencies and corrections.

### Recordkeeping and Reporting

- 1.14 Tenant generated documentation to be kept with the SWPPP:
1. Employee stormwater training.
  2. Inspection reports.
  3. Retain documentation of inspection deficiencies and corrections.
- 1.15 Retain copies of the following documents with the SWPPP:
- Annual Reports
  - Visual Assessment Reports
  - Inspection Forms
  - Notice of Intent, Authorization to Discharge or No Exposure Certificate,
  - Documentation of current registration with ADEQ
  - Documentation of submission of applicable permit fees and
  - Corrective Action Reports, if applicable.

## CM 2.0 Aircraft, Vehicle and Equipment Maintenance

### Targeted Activities:

- Aircraft, Vehicle, and Equipment (AVE) Maintenance

### Targeted Pollutants:

- Fuels/Oils/Grease
- Battery Acid
- Paint
- Solvents
- Soaps/Detergents

### Key Approaches:

- Conduct maintenance indoors or under cover, when possible.
- Collect and properly dispose of fluids.
- Conduct preventative maintenance.
- Replace batteries in GSE with sealed and/or gel batteries when batteries are spent and need replacement.

### Minimize Exposure

- 2.1 Perform maintenance indoors or under cover, when possible.

### Good Housekeeping

- 2.2 Use solvents and other cleaning products indoors to the maximum extent practicable.
- 2.3 Dispose of waste and hazardous waste properly per federal, state, county, and city regulatory requirements. See CM 8.0 waste handling key approaches.

### Spill Prevention and Response Procedures

- 2.4 Minimize pollutant exposure when performing maintenance activities
1. Store maintenance materials and waste indoors.
  2. Perform maintenance away from storm drains.
  3. Perform maintenance indoors during rain events.
  4. Provide controls in maintenance areas (such as storm drain inlet protection, oil/water separators, berms, and sumps).
- 2.5 Maintain spill kits on maintenance vehicles.
- 2.6 Maintain the appropriate (battery acid) spill kits by battery charging stations and single point water stations.
- 2.7 Perform preventative AVE maintenance.
- 2.8 Immediately contain, clean and report leaks/spills that occur during maintenance activities.

### Routine Facility Inspections

- 2.9 Inspect maintenance areas to ensure CMs are effective.
- 2.10 Routinely inspect electric AVE, charging stations and single point watering stations are properly maintained and free of leaks/spills.

### Recordkeeping and Reporting

- 2.11 Perform and document inspections. Maintain records for three years after permit is terminated.



## CM 3.0 Aircraft, Vehicle and Equipment Cleaning

### Targeted Activities:

- Aircraft, Vehicle, and Equipment (AVE) Washing
- Equipment Degreasing

### Targeted Pollutants:

- Fuels/Oils/Grease
- Solvents
- Vehicle Fluids
- Soaps/Detergents

### Key Approaches:

- Use designated wash areas.
- Use dry washing techniques when possible.
- Recycle wash water and/or dispose appropriately.
- Cover catch basins.

### Minimize Exposure

- 3.1 Use dry washing methods when possible.
- 3.2 Use off-site commercial facilities for vehicles and equipment washing, when practical.
- 3.3 Use designated areas for washing and steam cleaning.

### Good Housekeeping

- 3.4 Soaps, detergents, and cleaning agents
  1. Use water-based cleaning agents or non-chlorinated solvents.
  2. Use biodegradable, phosphate-free detergents.
  3. Use non-emulsifying cleaning agents in areas equipped with an oil/water separator (OWS).
  4. Remove material (i.e. drippings and residue) using vacuum or sweeping and dispose of properly.
- 3.5 Wash Service Providers must prepare and submit wash plan to Aviation for approval and follow approved wash plans.
- 3.6 Wash water
  1. Collect wash water for proper disposal.
  2. Discharge wash water to the sanitary sewer through an OWS.
  3. Recycle wash water, when practical.
- 3.7 Cover, berm, or otherwise block nearby catch basins during washing.

### Maintenance

- 3.8 Repair cracks or breaches in berms or surfaces.

### Routine Facility Inspections

- 3.9 Inspect wash areas for cracks or breaches in berms or surfaces.

### Recordkeeping and Reporting

- 3.10 Perform and document inspections. Maintain records for three years after permit is terminated.



## CM 4.0 Aircraft, Vehicle and Equipment Storage

### Targeted Activities:

- Aircraft, Vehicle, and Equipment (AVE) Storage

### Targeted Pollutants:

- Fuels/Oils/Grease
- Solvents
- Hydraulic Fluid

### Key Approaches:

- Use designated storage areas away from storm drain inlets.
- Store materials indoors or under cover, when possible.
- Provide secondary containment in storage areas or store in a bermed area.
- Drain fluids before storing AVE.
- Perform and document routine inspections.

### Minimize Exposure

- 4.1 Store AVE indoors or under cover and in paved areas designed to contain leaks.
- 4.2 Store AVE away from storm drains.
- 4.3 Provide berming or secondary containment in storage areas.
- 4.4 Store tires off the ground and under cover.

### Good Housekeeping

- 4.5 Long term storage of AVE (>30 days)
  1. Drain all fluids and salvage batteries.
  2. Wipe down exterior surfaces to remove grease/oil prior to storage.

### Spill Prevention and Response Procedures

- 4.6 Temporary storage of vehicles awaiting repair/removal
  1. Use drip pans or absorbent pads to contain releases.
  2. Expedite repair.
  3. Check and clean drip pans on a regular basis.
  4. Dispose of used absorbent materials per regulations.

### Routine Facility Inspections

- 4.7 Perform routine inspections of AVE storage areas.

### Recordkeeping and Reporting

- 4.8 Perform and document inspections. Maintain records for three years after permit is terminated.



## CM 5.0 Material Storage Areas

### Targeted Activities:

- Cargo Handling
- Chemical and Fuel Storage
- Equipment Storage
- Painting and Stripping

### Targeted Pollutants:

- Fuels/Oils/Grease
- Misc. Cargo
- Solvents
- Soaps/Detergents
- Deicing Chemicals
- Battery Acid
- Paint
- Pesticides

### Key Approaches:

- Conduct loading, unloading, and material transfer under cover, in paved areas, and away from storm drains.
- Store materials indoors or under cover, store drums/containers in secondary containment.
- Contain and absorb leaks/spills that occur during material transfer.
- Clean exterior surfaces by removing excessive oil and grease build-up.

### Minimize Exposure

- 5.1 Clean exterior container surfaces by removing excessive oil and grease build-up.
- 5.2 Material and waste storage
  1. Reduce the amount of outdoor storage.
  2. Protect materials from rainfall, run-on, run-off, and wind dispersal.
- 5.3 Transfer materials in covered areas.
- 5.4 Limit inventory of materials stored onsite.

### Good Housekeeping

- 5.5 Transfer, use, and store liquid materials only in paved areas.
- 5.6 Keep Safety Data Sheets (SDSs) for chemicals with potential stormwater exposure immediately accessible either in hard copy or on mobile electronic devices.
- 5.7 Secondary containment for stored materials
  1. Materials stored outdoors or near exit doorways, no matter how temporary, should be placed on secondary containment.
  2. Secondary containment should be free of liquid and debris.
  3. Secondary containment should be sized to contain the single largest item in/on the containment and sufficient freeboard.
  4. Secondary containment shall be in good condition, free of cracks, holes, etc.
- 5.8 Store materials in their original containers or in approved containers.
- 5.9 Container labeling
  1. Clearly label containers with name of its contents.
  2. Identify and properly dispose of unlabeled and unknown materials.
- 5.10 Eliminate waste collection piles or "bone yards."

### Spill Prevention and Response Procedures

- 5.11 Conduct material transfers in areas where spills can be contained and easily cleaned.
- 5.12 Locate spill response materials in material transfer areas.

### Routine Facility Inspections

- 5.13 Periodically inspect loading and transfer areas for surface damage/cracks.
- 5.14 Periodically inspect material and waste storage areas (containers and tanks) for evidence of corrosion and structural failure; spills, leaks and overfills; and piping system damage/deterioration.

## CM 5.0 Material Storage Areas

### **Recordkeeping and Reporting**

5.15 Perform and document inspections. Maintain records for three years after permit is terminated.

5.16 Facilities with an SPCC Plan, should provide annual certification to Aviation confirming the SPCC Plan is up to date.

# CM 6.0 Airport Fuel Systems and Fueling Areas

## Targeted Activities:

- Aircraft, Vehicle, and Equipment (AVE) Fueling
- Fuel Storage

## Targeted Pollutants:

- Fuel

## Key Approaches:

- Provide cover and berming/secondary containment for fueling areas.
- Post 'No Topping Off' signs.
- Install required, proper equipment for fuel dispensing and tank monitoring.
- Perform and document routine inspections.

## Minimize Exposure

6.1 Designate paved and contained areas to park mobile refueling equipment and vehicles, if possible.

## Maintenance

6.2 Maintain automatic shut-off mechanisms on fueling equipment.

## Spill Prevention and Response Procedures

6.3 Install fuel tank monitoring and release prevention systems

1. Provide appropriate monitoring equipment for fuel tanks.
2. Equip fuel dispensing equipment with "breakaway" hose connections.

6.4 Post "Do Not Top Off" signs at vehicle fuel pumps.

6.5 Prevent pollutant exposure when fueling or defueling

1. Cover or block nearby storm drains and outlets to surface drains.
2. Fuel equipment in designated areas.
3. Permanently cover fueling areas, when feasible.
4. Immediately report, contain and clean spills that occur during fueling or defueling.

6.6 Maintain spill kits on fueling tankers.

6.7 Collection of aircraft fuel samples

1. Use appropriate containers to take fuel samples.
2. Dispose of samples at designated collection sites.

## Employee/Contractor Training

6.8 Train employees performing fueling activities on the appropriate response procedures for fuel spills.

## Routine Facility Inspections

6.9 Regularly inspect fueling areas, fueling vehicles and equipment, and storage tanks (underground fuel storage tanks should be tested as required by federal, state, and county law).

## Recordkeeping and Reporting

6.10 Perform and document inspections. Maintain records for three years after permit is terminated.



## CM 7.0 Building and Grounds Maintenance

### Targeted Activities:

- Building and Grounds Maintenance

### Targeted Pollutants:

- Sediment
- Landscape Waste
- Fuel/Oil/Grease
- Pesticides, Herbicides, and Fertilizer

### Key Approaches:

- Keep paved surfaces clean using dry methods.
- Use low maintenance landscaping.
- Clean catch basins regularly.
- Manage the use of pesticides, herbicides, and fertilizers.

### Minimize Exposure

- 7.1 Pesticide, herbicide, and fertilizer use
  1. Minimize use of pesticides, herbicides, and fertilizers.
  2. Apply according to manufacturer's directions.
  3. Apply in accordance with Arizona Office of Pest Management.
  4. Use integrated pest management.
- 7.2 Landscape areas to prevent erosion.

### Good Housekeeping

- 7.3 Cleaning interior floors and exterior ground surfaces
  1. Maintain clean, dry floors using dry methods (using brooms, vacuums, etc.).
  2. Do not hose down or use cleaning products on outside work areas unless nearby storm drain inlets are blocked and wash water is collected and properly disposed.
  3. Dispose of wash water in an approved drain (i.e. janitor's sink or other drain to the sewer).
- 7.4 Fire-fighting foam deluge system testing procedures
  1. Perform testing operations only in designated areas.
  2. Collect and properly dispose of foam discharge.

### Maintenance

- 7.5 Regularly maintain stormwater control devices and outfalls.
- 7.6 Maintain catch basins
  1. Regularly maintain on-site catch basins
  2. Install and maintain catch basin filter fabric inserts.

### Litter, Garbage and Floatable Debris

- 7.7 Properly dispose of landscape waste, debris, and sediment.

### Dust Generation and Tracking

- 7.8 Consider paving or landscaping unstabilized areas.
- 7.9 Regularly clean outdoor paved areas.

### Routine Facility Inspections

- 7.10 Inspect sumps and catch basins.
- 7.11 Inspect fire-fighting foam system and collection sumps.

### Recordkeeping and Reporting

- 7.12 Perform and document inspections. Maintain records for three years after permit is terminated.



## CM 8.0 Recycling, Waste Handling and Disposal

### Targeted Activities:

- Garbage
- Debris
- Recyclable Handling and Disposal

### Targeted Pollutants:

- Fuels/Oils/Grease
- Garbage
- Floatable Debris
- Battery Acid
- Paint
- Solvents

### Key Approaches:

- Keep outside areas clean and free of litter, garbage, and floatable debris.
- Dispose of materials in a timely fashion.
- Keep dumpster and trash can lids closed.
- Provide plugs for dumpsters.
- Provide an adequate number of trash receptacles throughout the facility.
- Comply with all federal, state and local regulatory requirements pertaining to the handling, storage, and disposal of hazardous waste.

### Minimize Exposure

#### 8.1 Reduce, reuse, and recycle

1. When possible, recycle, reclaim, and/or reuse materials.
2. Potential recyclable materials include:
  - Used petroleum products (including used oil)
  - Grease and hydraulic fluid (including brake and transmission fluid)
  - Antifreeze and deicing fluid
  - Automotive and aircraft batteries
  - Wash water
  - Tires
  - Oil filters with steel casings
  - Used fuel

#### 8.2 Used battery management

1. Recycle used batteries in accordance with Universal Waste regulations.
2. Store used batteries on secondary containment and indoors or under cover.
3. Label containers of used batteries as "Used Batteries".

#### 8.3 Used oil containers and filters

1. Drain and crush oil filters and containers before recycling or disposing.
2. Store used containers and filters on secondary containment and indoors or under cover.

#### 8.4 Clean dumpsters in designated wash locations that are connected to oil/water separators.

### Good Housekeeping

#### 8.5 Provide an adequate number of trash receptacles throughout the facility.

#### 8.6 Waste generation

1. Characterize and maintain accurate information on waste streams.
2. Properly dispose of hazardous materials and liquids according to all federal, state, county, and city regulatory requirements.

### Spill Prevention and Response Procedures

#### 8.7 Collection and disposal of spilled fluids

1. Collect fluids using a vacuum or absorbent material.
2. Properly dispose of collected fluids according to all federal, state, county, and city regulatory requirements.
3. Never discharge materials to a catch basin, storm drain, or dry well.

## CM 8.0 Recycling, Waste Handling and Disposal

### Litter, Garbage and Floatable Debris

#### 8.8 Waste and unusable material disposal

1. Properly dispose of garbage and debris.
2. Schedule waste pickup as frequently as needed.

#### 8.9 Garbage Collection Areas

1. Provide lids for trash receptacles, i.e. dumpster, trashcans, etc.
2. Keep dumpster lids closed.
3. Install dumpster plugs in drain holes.
4. Do not dispose of liquids or hazardous materials in dumpsters.
5. Keep the garbage collection areas clean and free of litter, garbage, and floatable debris.
- 6.

### Employee/Contractor Training

#### 8.10 Waste management training

1. Train employees on the proper disposal procedures for regulated wastes and recycled materials.

### Routine Facility Inspections

#### 8.11 Inspect waste storage areas for compliance with waste handling and disposal CMs.

### Recordkeeping and Reporting

#### 8.12 Perform and document inspections. Maintain records for three years after permit is terminated.

## CM 9.0 Oil Water Separators and Lavatory and Potable Water Service

### Targeted Activities:

- Oil/water separators
- Lavatory Operations & Maintenance
- Potable Water System Maintenance

### Targeted Pollutants

- Lavatory Waste
- Deodorizer
- Sediment
- Fuels/Oils/Grease

### Key Approaches:

- Install and properly maintain oil/water separators (OWSs).
- Collect and properly dispose of lavatory waste.

### Minimize Exposure

- 9.1 Conduct lavatory and potable water activities away from stormwater inlets.
- 9.2 Keep areas draining to OWSs free of spills, debris, sediment and other pollutants.
- 9.3 Perform detergent/disinfectant mixing and transfers under cover, if possible.

### Good Housekeeping

- 9.4 Install OWSs, where needed
  1. Install OWS in fuels, oils, grease, and sediment storage areas, where other CMs are not practical.
  2. Have OWS designed by qualified professionals.
  3. Obtain a permit from City of Phoenix Pollution Control Department for newly installed OWSs.
- 9.5 Procedures for servicing aircraft lavatories
  1. Use only approved detergent and disinfectants.
  2. Properly secure hoses, valves and equipment when transporting and transferring waste.
  3. Use buckets and/or drip pans to capture leaks from aircraft lavatory access fittings.
  4. Drain the aircraft connecting hose as completely as possible into the storage tank after servicing an aircraft.
  5. Immediately transfer the fluids into the bulk storage tank on the service cart or truck.
  6. Discharge lavatory and lavatory truck clean/back-flush waste to approved location only.
  7. Cap discharge connection when not in use.
  8. Dump waste regularly to prevent waste overflow.
- 9.6 Procedures for servicing aircraft potable water systems
  1. Perform water truck flushing operations only in designated areas.
  2. Do not perform flushing near or discharge to storm drains.
  3. Collect potable water discharges, de-chlorinate, and discharge to a sanitary sewer connection with an OWS or recycle.

### Maintenance

- 9.7 Maintain sumps and OWSs
  1. Clean and maintain sumps and OWSs regularly.
  2. Keep effluent shutoff valve closed during cleaning operations.
  3. Maintain OWSs in accordance with manufacturer requirements or as necessary for operations.
  4. Properly dispose of cleaning waste.
  5. Comply with all federal, state, county, and city regulatory requirements and obtain all required permits.
- 9.8 Maintain lavatory service equipment
  1. Keep the equipment in good working order. Replace worn equipment before leaks develop.
  2. Notify appropriate ground service personnel when aircraft lavatory fittings require maintenance.

### Spill Prevention and Response Procedures

- 9.9 Maintain spill kits on lavatory service vehicles.
- 9.10 Address spills promptly with proper materials. Do not hose down spills.

## CM 9.0 Oil Water Separators and Lavatory and Potable Water Service

### **Routine Facility Inspections**

#### 9.11 OWS inspection

1. Periodically inspect OWS.
2. Inspect for oil, trash, debris, and oil accumulation at least monthly.

#### 9.12 Lavatory service equipment inspections

1. Inspect hoses and fittings used for transferring lavatory fluids.

### **Recordkeeping and Reporting**

9.13 Maintain records of lavatory service equipment inspections for three years after permit is terminated.

9.14 Maintain records of all OWS maintenance and cleaning at the facility for three years after permit is terminated.

## CM 10.0 Facility Construction/Renovation

### Targeted Activities:

- Facility Improvements
- New Construction
- Significant Renovation

### Targeted Pollutants:

- Fuels/Oils/Grease
- Floatable Debris
- Soaps/Detergents
- Paint
- Solvents
- Sediment

### Key Approaches:

- Contact your Business and Properties Liaison to obtain project approval from Tenant Improvement (TI) program prior to construction.
- Comply with all federal, state and local regulatory requirements.

### Minimize Exposure

- 10.1 Conduct all facility improvements through the TI Program
- 10.2 Design to minimize stormwater exposure
  1. Move planned industrial activity areas indoors or under cover.
  2. Provide outdoor industrial activity areas with impervious surfaces.
  3. Design outdoor industrial activity areas to prevent run-on and run-off.
  4. Incorporate structural control measures such as oil/water separators or detention basins, as needed.
  5. Include clear signage indicating outdoor industrial activity areas.
- 10.3 Landscape to prevent stormwater pollution
  1. Incorporate pervious landscaped areas into design.
  2. Use low maintenance vegetation.
- 10.4 Fire deluge systems
  1. Locate away from storm drain inlets, rivers and washes.
  2. Provide impervious surfaces.
  3. Design to prevent run-on and run-off.
- 10.5 Comply with all federal, state, county, and city regulatory requirements and obtain all required permits.

### Maintenance

- 10.6 Review plans at each design and construction milestone for illicit or cross connections.

### Dust Generation and Tracking of Industrial Materials

- 10.7 Comply with Maricopa County dust control regulations and Arizona Pollutant Discharge Elimination System (AZPDES) Construction General Permit.

### Employee/Contractor Training

- 10.8 Provide contractors and subcontractors with relevant CMs during specification and bidding phases.

### Routine Facility Inspections

- 10.9 Confirm facility improvements were conducted under TI program.

### Recordkeeping and Reporting

- 10.10 Maintain record copies for projects as required by permits and City of Phoenix Aviation Department.

