

## **STORMWATER POLLUTION PREVENTION FOR PROPERTY MANAGERS, HOMEOWNER ASSOCIATIONS AND PROPERTY OWNER ASSOCIATIONS**

### **AREAWIDE STORM WATER PROGRAM**

The City of Ontario is regulated under an Areawide Urban Storm Water Runoff Permit issued by the Water Quality Control Board. This permit requires Property Managers, Homeowner Associations, and Property Owner Associations to implement Best Management Practices (BMPs), to eliminate the discharge of pollutants into the City's storm drains.

### **STORMWATER BEST MANAGEMENT PRACTICES (BMPs)**

Property Managers, Homeowner Associations, and Property Owner Associations shall be familiar with the following stormwater BMPs and shall educate and train their employees to implement these practices at the site:

- Hazardous waste accumulated at the site shall be properly contained, labeled, and stored in a leak proof sealed container (see attached Hazardous Waste flyers).
- Wastewater/washwater/cleaning water shall be directed to building drains and not to a storm drain or gutter.
- Surface cleaning discharges from pressure washing of paved areas shall be contained and prevented from discharging to storm drains.
- Storm drains shall be inspected, maintained, and cleaned regularly to prevent waste and debris from accumulating.
- Trash dumpsters shall have working lids, drain plugs, and shall be kept covered.
- Paved areas shall be maintained by regular sweeping to prevent trash accumulation.
- Landscape areas shall be maintained to prevent trash accumulation and erosion.
- Vehicles and equipment shall not be washed outdoors unless the wastewater is contained and discharged into a sanitary sewer.

**Non-implementation of the above BMPs will result in a Notice of Correction (NOC). Failure to address the Notice of Correction (NOC) by the due date will result in a Notice of Violation (NOV). Notices of Violations (NOVs) schedule is as follows:**

- A fine of \$100 for the first violation.
- A fine of \$200 for the second violation (within 12 months).
- A fine of \$500 for the third violation (within 12 months).
- Continuous violations will result in escalating fines including the issuance of an Administrative Order with a minimum of \$1000 fee and eventually fines up to \$3000 per day.

## **WASTEWATER DISPOSAL INFORMATION**

Non-domestic wastewater from Businesses may be approved for discharge into the City's sanitary sewer system via a written authorization taken in the form of an issued permit, or may be contained onsite and hauled to a legal disposal facility. Prior to commencing a wastewater discharge into the sanitary sewer system, users seeking to obtain an industrial wastewater discharge permit must first complete and file with the City, an industrial wastewater discharge permit application. The application shall be submitted, as prescribed by the City and appropriate for evaluation, and in sufficient time to allow for a proper and thorough evaluation. Following an evaluation of the data, the City may issue a wastewater discharge permit, in accordance with all of the terms and conditions that are set forth in the City of Ontario Public Sewer System Ordinance, Title 6, Chapter 7, and any other applicable provisions of federal or State law or regulation. If you have any questions regarding the discharge of wastewater into the sewer system, please contact the Ontario Municipal Utilities Company at (909) 395-2600.

## **STORMWATER PROGRAM**

For any information regarding the stormwater regulations, please contact the City of Ontario Engineering Department, Environmental Section at (909) 395-2025, or visit the City of Ontario website at <http://www.ontarioca.gov/engineering/environmental-services>.

# Stormwater Pollution Prevention

*Best Management Practices for Homeowner's Associations,  
Property Managers and Property Owners*



*Your Guide To Maintaining Water  
Friendly Standards In Your Community*

[sbcountystormwater.org](http://sbcountystormwater.org)


Big Bear · Chino · Chino Hills · Colton · Fontana · Grand Terrace · Highland · Loma Linda · Montclair · Ontario · Rancho Cucamonga  
Redlands · Rialto · San Bernardino · San Bernardino County · San Bernardino County Flood Control District · Upland · Yucaipa



## » Table of Contents

---

Commercial Trash Enclosures	1
Hazardous Waste	2
Working Outdoors & Handling Spills	4
Commercial Landscape	5
Sidewalk, Plaza, Entry Monument & Fountain Maintenance	6
Equipment Maintenance & Repair	10
Pool Maintenance	14
Paint	16
Vehicle Maintenance	17
Pet Waste Disposal	18
Get In Touch With Us Online	19





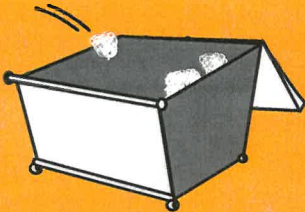
# COMMERCIAL TRASH ENCLOSURES

## FOLLOW THESE REQUIREMENTS TO KEEP OUR WATERWAYS CLEAN

Trash enclosures, such as those found in commercial and apartment complexes, typically contain materials that are intended to find their way to a landfill or a recycling facility. **These materials are NOT meant to go into our local lakes and rivers.**

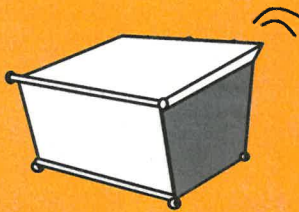
### PROTECT WATER QUALITY BY FOLLOWING THESE SIMPLE STEPS

#### PUT TRASH INSIDE



Place trash inside the bin (preferably in sealed bags)

#### CLOSE THE LID



Prevent rain from entering the bin in order to avoid leakage of polluted water runoff

#### KEEP TOXICS OUT



- Paint
- Grease, fats and used oils
- Batteries, electronics and fluorescent lights

### SOME ADDITIONAL GUIDELINES, INCLUDE

#### ✓ SWEEP FREQUENTLY

Sweep trash enclosure areas frequently, instead of hosing them down, to prevent polluted water from flowing into the streets and storm drains.

#### ✓ FIX LEAKS

Address trash bin leaks immediately by using dry clean up methods and report to your waste hauler to receive a replacement.

#### ✓ CONSTRUCT ROOF

Construct a solid cover roof over the existing trash enclosure structure to prevent rainwater from coming into contact with trash and garbage. Check with your local City/County for Building Codes.

In San Bernardino County, stormwater pollution is caused by food waste, landscape waste, chemicals and other debris that are washed into storm drains and end up in our waterways - untreated! You can be part of the solution by maintaining a water-friendly trash enclosure.

**THANK YOU FOR HELPING TO KEEP SAN BERNARDINO COUNTY CLEAN AND HEALTHY!**



In the event of a spill or discharge to a storm drain or waterway, contact San Bernardino County Stormwater immediately: (877) WASTE18 | [sbcountystormwater.org/report](http://sbcountystormwater.org/report)

[sbcountystormwater.org](http://sbcountystormwater.org)

Big Bear • Chino • Chino Hills • Colton • Fontana • Grand Terrace • Highland • Loma Linda • Montclair • Ontario • Rancho Cucamongo • Redlands • Rialto • San Bernardino • San Bernardino County • San Bernardino County Flood Control District • Upland • Yucaipa



# HAZARDOUS WASTE

## CESQG PROGRAM

### Conditionally Exempt Small Quantity Generator

#### WHAT IS A CESQG?

Businesses that generate 27 gallons or 220 lbs. of hazardous waste, or 2.2 lbs. of extremely hazardous waste per month are called "Conditionally Exempt Small Quantity Generators," or CESQGs. San Bernardino County Household Hazardous Program provides waste management services to CESQG businesses. The most common CESQGs in San Bernardino County are painters, print shops, auto shops, builders, agricultural operators and property managers, but there are many others. When you call, be ready to describe the types and amounts of waste your business generates in a typical month. If you generate hazardous waste on a regular basis, you must:

- Register with San Bernardino County Fire Department (909) 386-8401 as a hazardous waste generator.
- To obtain an EPA ID# and application form from the State visit [www.dtsc.ca.gov](http://www.dtsc.ca.gov).
- Manage hazardous waste in accordance with all applicable local, state and federal laws and regulations.

#### HOW DO I GET SERVICE?

To arrange an appointment for the CESQG Program, call 1-800-OILY CAT or 909-382-5401. Be ready to describe the type and amount of hazardous waste your business is ready to dispose of, and the types and size(s) of containers that the waste is in.

#### Waste Type and Cost

There is a small handling fee involved in the collection of hazardous waste from your business. Disposal costs depend on the type of waste.

Aerosols	\$1.29/lb.
Automobile motor oil	\$.73/gal.
Anti-freeze	\$1.57/gal.
Contaminated oil	\$4.48/gal.
Car batteries	\$.62/ea.
Corrosive liquids, solids	\$2.80/lb.
Flammable solids, liquids	\$1.57/lb.
Latex Paint	\$.73/lb.
Mercury	\$10.08/lb.
NiCad/Alkaline Batteries	\$2.13/lb.
Oil Base Paints	\$1.00/lb.
Oil Filters	\$.56/ea.
Oxidizers	\$9.63/lb.
PCB Ballasts	\$5.94/lb.
Pesticides (most)	\$2.91/lb.
Photofixer, developer	\$4.31/gal.
Television & Monitors	\$11.20/ea.
Additional Handling	\$138.00/hr.

\*Rates subject to change without notice\*

#### WE CANNOT ACCEPT

- \* Radioactives
- \* Water reactivities
- \* Explosives
- \* Compressed gas cylinders
- \* Medical or biohazardous waste
- \* Asbestos
- \* Remediation wastes



In the event of a spill or discharge to a storm drain or waterway, contact San Bernardino County Stormwater immediately: (877) WASTE18 | [sbcountystormwater.org/report](http://sbcountystormwater.org/report)

[sbcountystormwater.org](http://sbcountystormwater.org)

Big Bear • Chino • Chino Hills • Colton • Fontana • Grand Terrace • Highland • Loma Linda • Montclair • Ontario • Rancho Cucamongo • Redlands • Rialto • San Bernardino • San Bernardino County • San Bernardino County Flood Control District • Upland • Yucaipa

# HAZARDOUS WASTE

## WHY IS THE FIRE DEPARTMENT COLLECTING HAZARDOUS WASTE?

Small Quantity Generators often have difficulty disposing of small quantities of hazardous waste. Hazardous waste companies usually have a minimum amount of waste that they will pick up, or charge a minimum fee for service. Typically, the minimum fee exceeds the cost of disposal for the hazardous waste. This leaves the small quantity generator in a difficult situation. Some respond by storing hazardous waste until it becomes economical for the hazardous waste transporter to pick it up, putting the business out of compliance by exceeding regulatory accumulation time limits. Other businesses simply store their hazardous wastes indefinitely, creating an unsafe work environment and exceeding accumulation time limits. Yet other businesses attempt to illegally dispose of their waste at household hazardous waste collection facilities. These facilities are not legally permitted to accept commercial wastes, nor are prepared to provide legal documentation for commercial hazardous waste disposal. In answer to the problems identified above, the San Bernardino County Fire Department Household Hazardous Program instituted the Conditionally Exempt Small Quantity Generator Program.

## PAYMENT FOR SERVICES

The CESQG Program will prepare an invoice for your business at the time of service. You can pay at the time of service with cash or a check, or you can mail your payment to the Fire Department within 30 days. Please note that we do not accept credit card payments. The preferred method of payment is to handle payment at time of service. Additional charges may apply for accounts not paid within 30 days.

## ARE THERE ANY OTHER WAYS THAT I CAN SAVE MONEY ON HAZARDOUS WASTE DISPOSAL?

Yes! First, start by reducing the amount of waste that you produce by changing processes or process chemicals, at your business. Next, examine if there is a way that you can recycle your waste back into your processes. Network with similar businesses or trade associations for waste minimization and pollution prevention solutions.

## WHAT IF YOUR BUSINESS DOES NOT QUALIFY?

Call the San Bernardino County Fire Department Field Services Division for assistance with hazardous waste management at 909-386-8401. If you reduce the amount of waste you generate each month to 27 gallons or less, you may qualify in the future.

## WHAT HAPPENS TO YOUR HAZARDOUS WASTE?

Hazardous waste collected by the CESQG Program is transported to a state permitted processing facility in San Bernardino. The waste is further processed at this point and packaged for off-site recycling (oil filters, oil, latex paint, antifreeze, and batteries) or destructive incineration (pesticides, corrosives, flammables, oil based paint).

San Bernardino County Fire Department  
CESQG Program  
2824 East "W" Street  
San Bernardino, CA 92415-0799  
Phone: 909-382-5401  
Fax: 909-382-5413  
[www.sbcfire.org/hazmat/hhw.asp](http://www.sbcfire.org/hazmat/hhw.asp)  
Email: [jschwab@sbcfire.org](mailto:jschwab@sbcfire.org)



In the event of a spill or discharge to a storm drain or waterway, contact San Bernardino County Stormwater immediately: (877) WASTE18 | [sbcountystormwater.org/report](http://sbcountystormwater.org/report)

[sbcountystormwater.org](http://sbcountystormwater.org)

Big Bear • Chino • Chino Hills • Colton • Fontana • Grand Terrace • Highland • Loma Linda • Montclair • Ontario • Rancho Cucamongo • Redlands • Rialto • San Bernardino • San Bernardino County • San Bernardino County Flood Control District • Upland • Yucaipa



# WORKING OUTDOORS & HANDLING SPILLS

## WHEN WORKING OUTDOORS USE THE 3Cs

CUANDO TRABAJE AL AIRE LIBRE UTILICE LAS 3Cs

### CONTROL | CONTROL



Locate the nearest storm drain and ensure nothing can enter or be discharged into it.

*Ubique el desagüe de aguas pluviales más cercano y asegúrese de que nada pueda ingresar a éste ni descargarse en él.*

### CONTAIN | CONTENER



Isolate your area to prevent material from potentially flowing or being blown away.

*Aísle su área para evitar que el material pueda discurrirse o ser llevado por el viento.*

### CAPTURE | CAPTURAR



Sweep up debris and place it in the trash. Clean up spills with an absorbent material (e.g. kitty litter) or vacuum with a Wet-Vac and dispose of properly.

*Recoja los restos y colóquelos en la basura. Limpie los derrames con un material absorbente (como la arena para gatos) o aspírelos con una Wet-Vac (aspiradora de humedad) y deséchelos correctamente.*



In the event of a spill or discharge to a storm drain or waterway, contact San Bernadino County Stormwater immediately: (877) WASTE18 | [sbcountystormwater.org/report](http://sbcountystormwater.org/report)

[sbcountystormwater.org](http://sbcountystormwater.org)

Big Bear • Chino • Chino Hills • Colton • Fontana • Grand Terrace • Highland • Loma Linda • Montclair • Ontario • Rancho Cucamongo • Redlands • Rialto • San Bernadino • San Bernadino County • San Bernadino County Flood Control District • Upland • Yucaipa



# COMMERCIAL LANDSCAPE

Yard waste, sediments, and toxic lawn/garden chemicals used in commercial landscape maintenance often make their way into the San Bernardino County storm drain system and do not get treated before reaching the Santa Ana River. This pollutes our drinking water and contaminates local waterways, making them unsafe for people and wildlife. Following these best management practices will prevent pollution, comply with regulations and protect public health.

## Recycle Yard Waste

Recycle leaves, grass clippings and other yard waste. Do not blow, sweep, rake or hose yard waste into the street. Try grasscycling - the natural recycling of grass by leaving clippings on the lawn when mowing. Grass clippings will quickly decompose, returning valuable nutrients to the soil. Further information can be obtained at [www.calrecycle.ca.gov/organics](http://www.calrecycle.ca.gov/organics).

## Use Fertilizers, Herbicides and Pesticides Safely

Fertilizers, herbicides and pesticides are often carried into the storm drain system by sprinkler runoff. Use of natural, non-toxic alternatives to the traditional fertilizers, herbicides and pesticides is highly recommended. If you must use chemical fertilizers, herbicides, or pesticides:

- Spot apply pesticides and herbicides, rather than blanketing entire areas.
- Avoid applying near curbs and driveways, and never apply before a rain.
- Apply fertilizers as needed, when plants can best use it, and when the potential for it being carried away by runoff is low.

## Recycle Hazardous Waste

Pesticides, fertilizers, herbicides and motor oil contaminate landfills and should be disposed of through a Hazardous Waste Facility, which accepts these types of materials. For information on proper disposal call, (909) 386-8401.

## Use Water Wisely

Conserve water and prevent runoff by controlling the amount of water and direction of sprinklers. Sprinklers should be on long enough to allow water to soak into the ground but not so long as to cause runoff. Periodically inspect, fix leaks and realign sprinkler heads. Plant native vegetation to reduce the need of water, fertilizers, herbicides, and pesticides.

## Prevent Erosion

Erosion washes sediments, debris and toxic runoff into the storm drain system, polluting waterways.

- Prevent erosion and sediment runoff by using ground cover, berms and vegetation down-slope to capture runoff.
- Avoid excavation or grading during wet weather.

## Store Materials Safely

Keep landscaping materials and debris away from the street, gutter and storm drains. On-site stockpiles of materials must be covered with plastic sheeting and surrounded with sand bags to protect from rain, wind and runoff.



In the event of a spill or discharge to a storm drain or waterway, contact San Bernardino County Stormwater immediately: (877) WASTE18 | [sbcountystormwater.org/report](http://sbcountystormwater.org/report)

[sbcountystormwater.org](http://sbcountystormwater.org)

Big Bear • Chino • Chino Hills • Colton • Fontana • Grand Terrace • Highland • Loma Linda • Montclair • Ontario • Rancho Cucamongo • Redlands • Rialto • San Bernardino • San Bernardino County • San Bernardino County Flood Control District • Upland • Yucaipa

# SIDEWALK, PLAZA, ENTRY MONUMENT & FOUNTAIN MAINTENANCE

**Pollutants on sidewalks and other pedestrian traffic areas and plazas are typically due to littering and vehicle use. Fountain water containing chlorine and copperbased algaecides is toxic to aquatic life. Proper inspection, cleaning, and repair of pedestrian areas and HOA owned surfaces and structures can reduce pollutant runoff from these areas. Maintaining these areas may involve one or more of the following activities:**

- 1. Surface Cleaning**
- 2. Graffiti Cleaning**
- 3. Sidewalk Repair**
- 4. Controlling Litter**
- 5. Fountain Maintenance**

## **POLLUTION PREVENTION:**

Pollution prevention measures have been considered and incorporated in the model procedures. Implementation of these measures may be more effective and reduce or eliminate the need to implement other more complicated or costly procedures. Possible pollution prevention measures for sidewalk, plaza, and fountain maintenance and cleaning include:

- Use dry cleaning methods whenever practical for surface cleaning activities.
- Use the least toxic materials available (e.g. water based paints, gels or sprays for graffiti removal).
- Once per year, educate HOA staff and tenants on pollution prevention measures.

## **MODEL PROCEDURES:**

### **1. Surface Cleaning**

**Discharges of wash water to the storm water drainage system from cleaning or hosing of impervious surfaces is prohibited.**

#### **Sidewalks, Plazas**

- ✓ Use dry methods (e.g. sweeping, backpack blowers, vacuuming) whenever practical to clean sidewalks and plazas rather than hosing, pressure washing, or steam cleaning. **DO NOT** sweep or blow material into curb; use devices that contain the materials.
- ✓ If water must be used, block storm drain inlets and contain runoff. Discharge wash water to landscaping or contain and dispose of properly.



In the event of a spill or discharge to a storm drain or waterway, contact San Bernadino County Stormwater immediately: (877) WASTE18 | [sbcountystormwater.org/report](http://sbcountystormwater.org/report)

[sbcountystormwater.org](http://sbcountystormwater.org)

Big Bear • Chino • Chino Hills • Colton • Fontana • Grand Terrace • Highland • Loma Linda • Montclair • Ontario • Rancho Cucamongo • Redlands • Rialto • San Bernadino • San Bernadino County • San Bernadino County Flood Control District • Upland • Yucaipa



# SIDEWALK, PLAZA, ENTRY MONUMENT & FOUNTAIN MAINTENANCE

## **Parking Areas, Driveways, Drive-thru**

- ✓ Parking facilities should be swept/vacuumed on a regular basis. Establish frequency of public parking lot sweeping based on usage and field observations of waste accumulation.
- ✓ If water must be used, block storm drain inlets and contain runoff. Discharge wash water to landscaping or contain and dispose of properly.
- ✓ Sweep all parking lots at least once before the onset of the wet season.
- ✓ Use absorbents to pick up oil; then dry sweep.
- ✓ Appropriately dispose of spilled materials and absorbents.

### OPTIONAL:

- Consider increasing sweeping frequency based on factors such as traffic volume, land use, field observations of sediment and trash accumulation, proximity to water courses, etc.

## **Building Surfaces, Decks, etc., without loose paint**

- ✓ Use high-pressure water, no soap.
- ✓ If water must be used, block storm drain inlets and contain runoff. Discharge wash water to landscaping or contain and dispose of properly.

## **Unpainted Building Surfaces, Wood Decks, etc.**

- ✓ If water must be used, block storm drain inlets and contain runoff. Discharge wash water to landscaping or contain and dispose of properly.
- ✓ Use biodegradable cleaning agents to remove deposits.
- ✓ Make sure pH is between 6.5 and 8.5 THEN discharge to landscaping (if cold water without a cleaning agent) otherwise dispose of properly.

## 2. Graffiti Cleaning

### **Graffiti Removal**

- ✓ Avoid graffiti abatement activities during rain events.
- ✓ When graffiti is removed by painting over, implement the procedures under Painting and Paint Removal in the Roads, Streets, and Highway Operation and Maintenance procedure sheet.
- ✓ Protect nearby storm drain inlets prior to removing graffiti from walls, signs, sidewalks, or other structures needing graffiti abatement. Clean up afterwards by sweeping or vacuuming thoroughly, and/or by using absorbent and properly disposing of the absorbent.



In the event of a spill or discharge to a storm drain or waterway, contact San Bernadino County Stormwater immediately: (877) WASTE18 | [sbcountystormwater.org/report](http://sbcountystormwater.org/report)

[sbcountystormwater.org](http://sbcountystormwater.org)

Big Bear • Chino • Chino Hills • Colton • Fontana • Grand Terrace • Highland • Loma Linda • Montclair • Ontario • Rancho Cucamonga • Redlands • Rialto • San Bernadino • San Bernadino County • San Bernadino County Flood Control District • Upland • Yucaipa



# SIDEWALK, PLAZA, ENTRY MONUMENT & FOUNTAIN MAINTENANCE

- ✓ Note that care should be taken when disposing of waste since it may need to be disposed of as hazardous waste.

## OPTIONAL:

- Consider using a waterless and non-toxic chemical cleaning method for graffiti removal (e.g. gels or spray compounds).

## 3. Sidewalk Repair

### Surface Removal and Repair

- ✓ Schedule surface removal activities for dry weather if possible.
- ✓ Avoid creating excess dust when breaking asphalt or concrete.
- ✓ Take measures to protect nearby storm drain inlets prior to breaking up asphalt or concrete (e.g. place hay bales or sand bags around inlets). Clean afterwards by sweeping up material.
- ✓ Designate an area for clean up and proper disposal of excess materials.
- ✓ Remove and recycle as much of the broken pavement as possible.
- ✓ When making saw cuts in pavement, use as little water as possible. Cover each storm drain inlet with filter fabric during the sawing operation and contain the slurry by placing straw bales, sandbags, or gravel dams around the inlets. After the liquid drains shovel or vacuum the slurry, remove from site and dispose of properly.
- ✓ Always dry sweep first to clean up tracked dirt. Use a street sweeper or vacuum truck. Do not dump vacuumed liquid in storm drains. Once dry sweeping is complete, the area may be hosed down if needed. Discharge wash water to landscaping, pump to the sanitary sewer if permitted to do so or contain and dispose of properly.

### Concrete Installation and Repair

- ✓ Avoid mixing excess amounts of fresh concrete or cement mortar on-site. Only mix what is needed for the job.
- ✓ Wash concrete trucks off-site or in designated areas on-site, such that there is no discharge of concrete wash water into storm drain inlets, open ditches, streets, or other storm water conveyance structures. (See Concrete Waste Management BMP WM – 8)



In the event of a spill or discharge to a storm drain or waterway, contact San Bernardino County Stormwater immediately: (877) WASTE18 | [sbcountystormwater.org/report](http://sbcountystormwater.org/report)

[sbcountystormwater.org](http://sbcountystormwater.org)

Big Bear • Chino • Chino Hills • Colton • Fontana • Grand Terrace • Highland • Loma Linda • Montclair • Ontario • Rancho Cucamongo • Redlands • Rialto • San Bernardino • San Bernadino County • San Bernadino County Flood Control District • Upland • Yucaipa

# SIDEWALK, PLAZA, ENTRY MONUMENT & FOUNTAIN MAINTENANCE

- ✓ Store dry and wet concrete materials under cover, protected from rainfall and runoff and away from drainage areas. After job is complete remove temporary stockpiles (asphalt materials, sand, etc.) and other materials as soon as possible.
- ✓ Return leftover materials to the transit mixer. Dispose of small amounts of excess concrete, grout, and mortar in the trash.
- ✓ When washing concrete to remove fine particles and expose the aggregate, contain the wash water for proper disposal.
- ✓ Do not wash sweepings from exposed aggregate concrete into the street or storm drain. Collect and return sweepings to aggregate base stock pile, or dispose in the trash.
- ✓ Protect applications of fresh concrete from rainfall and runoff until the material has hardened.

## 4. Litter Control

- ✓ Enforce anti-litter laws.
- ✓ Provide litter receptacles in busy, high pedestrian traffic areas of the community, at recreational facilities, and at community events.
- ✓ Cover litter receptacles and clean out frequently to prevent leaking/spillage or overflow.

### OPTIONAL:

- Post "No Littering" signs.

## 5. Fountain Maintenance

- ✓ Do not use copper-based algaecides. Control algae with chlorine or other alternatives, such as sodium bromide.
- ✓ Allow chlorine to dissipate for a few days and then recycle/reuse water by draining it gradually onto a landscaped area. Water must be tested prior to discharge to ensure that chlorine is not present (concentration must be less than 0.1 ppm).
- ✓ Contact local agency for approval to drain into sewer or storm drain.
- ✓ Avoid mixing excess amounts of fresh concrete or cement mortar on-site. Only mix what is needed for the job.



In the event of a spill or discharge to a storm drain or waterway, contact San Bernadino County Stormwater immediately: (877) WASTE18 | [sbcountystormwater.org/report](http://sbcountystormwater.org/report)

[sbcountystormwater.org](http://sbcountystormwater.org)

Big Bear • Chino • Chino Hills • Colton • Fontana • Grand Terrace • Highland • Loma Linda • Montclair • Ontario • Rancho Cucamongo • Redlands • Rialto • San Bernadino • San Bernadino County • San Bernadino County Flood Control District • Upland • Yucaipa

# EQUIPMENT MAINTENANCE & REPAIR

**Vehicle or equipment maintenance has the potential to be a significant source of stormwater pollution. Engine repair and service (parts cleaning, spilled fuel, oil, etc.), replacement of fluids, and outdoor equipment storage and parking (dripping engines) can all contaminate stormwater. Conducting the following activities in a controlled manner will reduce the potential for stormwater contamination:**

- 1. General Maintenance and Repair**
- 2. Vehicle and Machine Repair**
- 3. Waste Handling/Disposal**

**Related vehicle maintenance activities are covered under the following program headings in this manual: “Vehicle and Equipment Cleaning”, “Vehicle and Equipment Storage”, and “Vehicle Fueling”.**

## **POLLUTION PREVENTION:**

Pollution prevention measures have been considered and incorporated in the model procedures. Implementation of these measures may be more effective and reduce or eliminate the need to implement other more complicated or costly procedures. Possible pollution prevention measures for equipment maintenance and repair include:

- Review maintenance activities to verify that they minimize the amount of pollutants discharged to receiving waters. Keep accurate maintenance logs to evaluate materials removed and improvements made.
- Switch to non-toxic chemicals for maintenance when possible.
- Choose cleaning agents that can be recycled.
- Minimize use of solvents. Clean parts without using solvents whenever possible. Recycle used motor oil, diesel oil, and other vehicle fluids and parts whenever possible.
- Once per year, educate HOA staff and tenants on pollution prevention measures.



In the event of a spill or discharge to a storm drain or waterway, contact San Bernadino County Stormwater immediately: (877) WASTE18 | [sbcountystormwater.org/report](http://sbcountystormwater.org/report)

[sbcountystormwater.org](http://sbcountystormwater.org)

Big Bear • Chino • Chino Hills • Colton • Fontana • Grand Terrace • Highland • Loma Linda • Montclair • Ontario • Rancho Cucamongo  
Redlands • Rialto • San Bernadino • San Bernadino County • San Bernadino County Flood Control District • Upland • Yucaipa



# EQUIPMENT MAINTENANCE & REPAIR

## MODEL PROCEDURES:

### 1. General Maintenance and Repair

#### General Guidelines

→ *Note: Permission must be obtained for any discharge of wash water to the sanitary sewer from the local sewerage agency.*

- ✓ Review maintenance activities to verify that they minimize the amount of pollutants discharged to receiving waters. Keep accurate maintenance logs to evaluate materials removed and improvements made.
- ✓ Regularly inspect vehicles and equipment for leaks.
- ✓ Move activity indoors or cover repair area with a permanent roof if feasible.
- ✓ Minimize contact of stormwater with outside operations through berming the local sewerage and drainage routing.
- ✓ Place curbs around the immediate boundaries of the process equipment.
- ✓ Clean yard storm drain inlets regularly and stencil them.

#### Good Housekeeping

- ✓ Avoid hosing down work areas. If work areas are washed and if discharge to the sanitary sewer is allowed, treat water with an appropriate treatment device (e.g. clarifier) before discharging. If discharge to the sanitary sewer is not permitted, pump water to a tank and dispose of properly.
- ✓ Collect leaking or dripping fluids in drip pans or container. Fluids are easier to recycle or dispose of properly if kept separate.
- ✓ Keep a drip pan under the vehicle while you unclip hoses, unscrew filters, any discharge of or remove other parts. Place a drip pan under any vehicle that might leak while you work on it to keep splatters or drips off the shop floor.
- ✓ Educate employees on proper handling and disposal of engine fluids.
- ✓ Promptly transfer used fluids to the proper waste or recycling drums. Don't leave full drip pans or other open containers lying around.
- ✓ Do not pour liquid waste to floor drains, sinks, outdoor storm drain inlets, or other storm drains or sewer connections.
- ✓ Post signs at sinks and stencil outdoor storm drain inlets.

### 2. Vehicle Repair

#### General Guidelines

- ✓ Perform vehicle fluid removal or changing inside of a building or in a contained covered area, where feasible, to prevent the run-on of stormwater and the runoff of spills.
- ✓ Regularly inspect vehicles and equipment for leaks, and repair as needed.



In the event of a spill or discharge to a storm drain or waterway, contact San Bernadino County Stormwater immediately: (877) WASTE18 | [sbcountystormwater.org/report](http://sbcountystormwater.org/report)

[sbcountystormwater.org](http://sbcountystormwater.org)

Big Bear • Chino • Chino Hills • Colton • Fontana • Grand Terrace • Highland • Loma Linda • Montclair • Ontario • Rancho Cucamongo • Redlands • Rialto • San Bernadino • San Bernadino County • San Bernadino County Flood Control District • Upland • Yucaipa

# EQUIPMENT MAINTENANCE & REPAIR

- ✓ Use secondary containment, such as a drain pan or drop cloth, to catch spills or leaks when removing or changing fluids.
- ✓ Immediately drain all fluids from wrecked vehicles. Ensure that the drain pan or drip pan is large enough to contain drained fluids (e.g. larger pans are needed to contain antifreeze, which may gush from some vehicles).
- ✓ Promptly transfer used fluids to the proper waste or recycling drums. Don't leave full drip pans or other open containers lying around.
- ✓ Recycle used motor oil, diesel oil, and other vehicle fluids and parts whenever possible.
- ✓ Oil filters disposed of in trash cans or dumpsters can leak oil. Place the oil filter in a funnel over a waste oil recycling drum to drain excess oil before disposal. Oil filters can also be recycled. Ask your oil supplier or recycler about recycling oil filters.
- ✓ Store cracked batteries in a non-leaking secondary container and dispose of properly at recycling facilities or at County hazardous waste disposal site.

## Vehicle Leak and Spill Control

- ✓ Use absorbent materials on small spills. Remove the absorbent materials promptly and dispose of properly.
- ✓ Place a stockpile of spill cleanup materials where it will be readily accessible.
- ✓ Sweep floor using dry absorbent material.

## 3. Machine Repair

- ✓ Keep equipment clean; don't allow excessive build-up of oil or grease.
- ✓ Minimize use of solvents.
- ✓ Use secondary containment, such as a drain pan or drop cloth, to catch spills or leaks when removing or changing fluids.
- ✓ Perform major equipment repairs at the corporation yard, when practical.
- ✓ Following good housekeeping measures in Vehicle Repair section.

## 4. Waste Handling/Disposal

### Waste Reduction

- ✓ Prevent spills and drips of solvents and cleansers to the shop floor.
- ✓ Do liquid cleaning at a centralized station so the solvents and residues stay in one area. Recycle liquid cleaners when feasible.



In the event of a spill or discharge to a storm drain or waterway, contact San Bernadino County Stormwater immediately: (877) WASTE18 | [sbcountystormwater.org/report](http://sbcountystormwater.org/report)

[sbcountystormwater.org](http://sbcountystormwater.org)

Big Bear • Chino • Chino Hills • Colton • Fontana • Grand Terrace • Highland • Loma Linda • Montclair • Ontario • Rancho Cucamongo  
Redlands • Rialto • San Bernadino • San Bernadino County • San Bernadino County Flood Control District • Upland • Yucaipa

# EQUIPMENT MAINTENANCE & REPAIR

- ✓ Locate drip pans, drain boards, and drying racks to direct drips back into a solvent sink or fluid holding tank for reuse.

## OPTIONAL:

- If possible, eliminate or reduce the amount of hazardous materials and waste by substituting non-hazardous or less hazardous material:
  - Use non-caustic detergents instead of caustic cleaning for parts cleaning.
  - Use a water-based cleaning service and have tank cleaned. Use detergent-based or water-based cleaning systems in place of organic solvent degreasers.
  - Replace chlorinated organic solvents with non-chlorinated solvents. Non-chlorinated solvents like kerosene or mineral spirits are less toxic and less expensive to dispose of properly. Check list of active ingredients to see whether it contains chlorinated solvents.
  - Choose cleaning agents that can be recycled.

## Recycling

### OPTIONAL:

- Separate wastes for easier recycling. Keep hazardous and non-hazardous wastes separate, do not mix used oil and solvents, and keep chlorinated solvents separate from non-chlorinated solvents.
- Label and track the recycling of waste material (e.g. used oil, spent solvents, batteries).
- Purchase recycled products to support the market for recycled materials.

## LIMITATIONS:

Space and time limitations may preclude all work being conducted indoors. It may not be possible to contain and clean up spills from vehicles/equipment brought on-site after working hours. Dry floor cleaning methods may not be sufficient for some spills – see spill prevention and control procedures sheet. Identification of engine leaks may require some use of solvents.



In the event of a spill or discharge to a storm drain or waterway, contact San Bernardino County Stormwater immediately: (877) WASTE18 | [sbcountystormwater.org/report](http://sbcountystormwater.org/report)

[sbcountystormwater.org](http://sbcountystormwater.org)

Big Bear • Chino • Chino Hills • Colton • Fontana • Grand Terrace • Highland • Loma Linda • Montclair • Ontario • Rancho Cucamongo • Redlands • Rialto • San Bernadino • San Bernadino County • San Bernadino County Flood Control District • Upland • Yucaipa



# POOL MAINTENANCE

***Pool chemicals and filter solids, when discharged to the City streets, gutters or storm drains, DO NOT GET TREATED before reaching the Santa Ana River. Chlorine, acid cleaning chemicals and metal-based algaecides used in pools can kill beneficial organisms in the food chain and pollute our drinking water.***

**When emptying your swimming pool, spa or fountain, please use one of the following best management practices to prevent water pollution:**

- Reuse the water as landscape irrigation
- Empty the water into the sewer between midnight and 6:00 am
- Remove solids and floating debris and dispose of in the trash, de-chlorinate the water to a chlorine residual = 0, wait 24 hours, then discharge the water to the street or storm drain
- Try not to use metal-based algaecides (i.e. copper sulfate) in your pool or spa. If you have, empty your pool or spa into the sewer. Prior to discharging pool water into the sanitary sewer system, contact your local agency.
- If the pool contains algae and mosquito larvae, discharge the water to the sewer

**When acid cleaning or other chemical cleaning:**

- Neutralize the pool water to pH of 6.5 to 8.5, then discharge to the sewer

**For swimming pool and spa filter backwash:**

- Dispose of solids into trash bag, then wash filter into a landscape area
- Settle, dispose of solids in trash and discharge water to the sewer, never to the storm drain



In the event of a spill or discharge to a storm drain or waterway, contact San Bernadino County Stormwater immediately: (877) WASTE18 | [sbcountystormwater.org/report](http://sbcountystormwater.org/report)

[sbcountystormwater.org](http://sbcountystormwater.org)

Big Bear • Chino • Chino Hills • Colton • Fontana • Grand Terrace • Highland • Loma Linda • Montclair • Ontario • Rancho Cucamongo  
Redlands • Rialto • San Bernadino • San Bernadino County • San Bernadino County Flood Control District • Upland • Yucaipa

## » For Residents

The following is a preview of the information we have available to residents. For more fact sheets, visit [sbcountystormwater.org](http://sbcountystormwater.org)

### Household Hazardous Waste Center Locations

# TOO TOXIC TO TRASH

Dispose of your **HOUSEHOLD HAZARDOUS WASTE (HHW)** at a **FREE** HHW Center near you. Examples of items collected: pesticides, fertilizers, paints, cleaners, antifreeze, batteries, motor oil, oil filters, and electronic waste.

SERVICE AREA	LOCATION	DAYS OPEN	HOURS
<b>Big Bear Lake</b>	42040 Garstin Dr. (cross: Big Bear Blvd.)	Saturdays	9 a.m. - 2 p.m.
<b>Chino</b>	5050 Schaefer Ave. (cross: 4th St.)	2 <sup>nd</sup> & 4 <sup>th</sup> Sat.	8 a.m. - 1 p.m.
<b>Fontana</b> (Fontana residents only)	16454 Orange Way (cross: Cypress Ave.) <small>Note: Provide a trash bill and a driver's license as proof of residency.</small>	Saturdays	8 a.m. - 12 p.m.
<b>Ontario</b>	1430 S. Cucamonga Ave. (cross: Belmont St.)	Fri. & Sat.	9 a.m. - 2 p.m.
<b>Rancho Cucamonga</b>	12158 Baseline Rd. (cross: Rochester Ave.)	Saturdays	8 a.m. - 12 p.m.
<b>Redlands</b>	500 Kansas St. (cross: Park Ave.)	Saturdays	9:30 a.m. - 12:30 p.m.
<b>Rialto</b>	246 Willow Ave. (cross: Rialto Ave.)	2 <sup>nd</sup> & 4 <sup>th</sup> Fri. & Sat.	8 a.m. - 12 p.m.
<b>San Bernardino</b>	2824 East 'W' St., 302 (cross: Victoria Ave.)	Mon. - Fri.	9 a.m. - 4 p.m.
<b>Upland</b> (does not accept E-Waste)	1370 N. Benson Ave. (cross: 14th St.)	Saturdays	9 a.m. - 2 p.m.

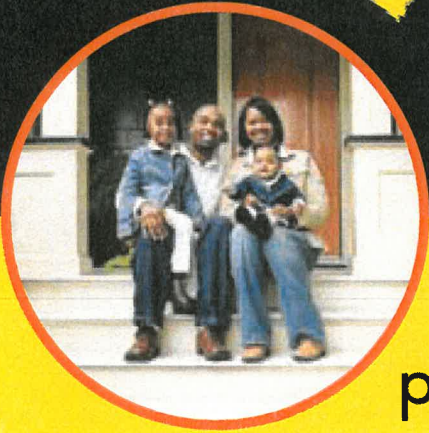


[sbcounty.gov/stormwater](http://sbcounty.gov/stormwater) or (800) CLEANUP

Artwork Courtesy of the City of Los Angeles Stormwater Program. Printed on recycled paper.



# PAINT



## WE DID IT OURSELVES AND WE DID IT RIGHT

When painting your home,  
protect your family and community.

- **PAINTS** that are water-based are less toxic and should be used whenever possible.
- **BRUSHES** with water-based paint should be washed in the sink. Those with oil-based paint should be cleaned with paint thinner.
- **SAFELY** dispose of unwanted paint and paint thinner. The County of San Bernardino offers 9 HHW Centers that accept paint and other household hazardous waste from residents **FREE** of charge. For a list of acceptable materials, location information, and hours of operation call 1-800-OILY CAT.



In the event of a spill or discharge to a storm drain or waterway, contact San Bernardino County Stormwater immediately: (877) WASTE18 | [sbcountystormwater.org/report](http://sbcountystormwater.org/report)

[sbcountystormwater.org](http://sbcountystormwater.org)

Big Bear • Chino • Chino Hills • Colton • Fontana • Grand Terrace • Highland • Loma Linda • Montclair • Ontario • Rancho Cucamongo • Redlands • Rialto • San Bernardino • San Bernardino County • San Bernardino County Flood Control District • Upland • Yucaipa



# VEHICLE MAINTENANCE

Oil, grease, anti-freeze and other toxic automotive fluids often make their way into the San Bernardino County storm drain system, and do not get treated before reaching the Santa Ana River. This pollutes our drinking water and contaminates waterways, making them unsafe for people and wildlife. Follow these best management practices to prevent pollution and protect public health.

## Cleaning Auto Parts

Scrape parts with a wire brush or use a bake oven rather than liquid cleaners. Arrange drip pans, drying racks and drain boards so that fluids are directed back into the parts washer or the fluid holding tank. Do not wash parts or equipment in a sink, parking lot, driveway or street.

## Storing Hazardous Waste

Keep your liquid waste segregated. Many fluids can be recycled via hazardous waste disposal companies if they are not mixed. Store all materials under cover with spill containment or inside to prevent contamination of rainwater runoff.

## Preventing Leaks and Spills

Conduct all vehicle maintenance inside of a garage. Place drip pans underneath vehicle to capture fluids. Use absorbent materials instead of water to clean work areas.

## Cleaning Spills

Use dry methods for spill cleanup (sweeping, absorbent materials). To report accidental spills into the street or storm drain call (877) WASTE18 or 911.

## Proper Disposal of Hazardous Waste

Dispose of household hazardous waste by taking it to your nearest household hazardous waste center. For more information, call 1-800-OILY CAT or check out [sbcountystormwater.org/Disposal.html](http://sbcountystormwater.org/Disposal.html)



In the event of a spill or discharge to a storm drain or waterway, contact San Bernardino County Stormwater immediately: (877) WASTE18 | [sbcountystormwater.org/report](http://sbcountystormwater.org/report)

[sbcountystormwater.org](http://sbcountystormwater.org)

Big Bear • Chino • Chino Hills • Colton • Fontana • Grand Terrace • Highland • Loma Linda • Montclair • Ontario • Rancho Cucamongo • Redlands • Rialto • San Bernardino • San Bernardino County • San Bernardino County Flood Control District • Upland • Yucaipa



# PET WASTE DISPOSAL

## FREE DOGGIE WASTE BAGS

Remember to pick up after your pet **every time** to keep San Bernardino County clean and healthy!



In the event of a spill or discharge to a storm drain or waterway, contact San Bernardino County Stormwater immediately: (877) WASTE18 | [sbcountystormwater.org/report](http://sbcountystormwater.org/report)

[sbcountystormwater.org](http://sbcountystormwater.org)

Big Bear • Chino • Chino Hills • Colton • Fontana • Grand Terrace • Highland • Loma Linda • Montclair • Ontario • Rancho Cucamongo • Redlands • Rialto • San Bernardino • San Bernardino County • San Bernardino County Flood Control District • Upland • Yucaipa



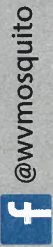
# Mosquitoes and Disease



Mosquitoes can carry a variety of diseases that can affect humans. Some of the most common diseases include:

- West Nile Virus
- Zika
- St. Louis Encephalitis
- Dengue Fever

Read more to find out how you can stop mosquitoes at home.



@wvmosquito



@WestValleyMVCD

## What You Can Do at Home:

- Dump and empty any containers with standing water every 2-3 days.
- Maintain pools by keeping them clean and operable or COMPLETELY drained and DRY.
- Fountains and watergardens should be free of algae, have working filters, and a device that agitates the water's surface.
- Place mosquitofish in ponds and water gardens to prevent future breeding (available free at the District, or we can deliver to you).
- Windows need tight fitting screens with no holes or tears.
- Mosquito repellent and netting can be used to protect against mosquitoes.
- Check for Stormwater devices on your property and be sure they are drained.
- Minimize time outside during dusk and dawn.
- Report standing water to vector control
- Give Vector Control Technicians access to property when they visit to inspect.

## Mosquito Life Cycle:

There are four stages to the mosquito life cycle. It only takes 7-10 days to complete an entire life cycle.



Pupae don't eat, transform into adults in 1-2 days.

Larvae eat and grow in the water.

Eggs, larvae, and pupae are completely dependent on water; without standing water they will die.

## Possible Mosquito Breeding Sites:

1. Unkept pools
2. Ponds
3. Pet dishes
4. Stormwater Retention devices/BMPs
5. Gutters
6. Storm drains
7. Open trash cans
8. Unkept fountains
9. Rain barrels
10. Flower pots
11. Tires

Containers, no matter what size, that can hold standing water are potential breeding sites.



## For Information and Assistance:

Contact the West Valley Mosquito and Vector Control District if you are experiencing problems with mosquitoes and need assistance.

**909-635-0307**

1295 East Locust St

Ontario, CA 91761

[www.wvmvcd.org](http://www.wvmvcd.org)