

Storm Water Pollution Control Plan Waianae Baseyard



**PROTECT
OUR WATER**

MĀLAMA I KA WAI

STATE OF HAWAII DEPARTMENT OF TRANSPORTATION

www.stormwaterhawaii.com

Hawaii State Department of Transportation
Highways Division, Oahu District
Storm Water Management Program
NPDES Permit No. HI S000001

RECORD OF REVISION

Revision No.	Revision Date	Description	Sections Affected
1	May 2006	Version 1.0 – Initial Release	All
2	January 2014	Version 2.0 – Structural Changes and Formatting Revision	All
3	September 2015	Version 2.1 – Sampling parameters updated	Appendix A: Checklist Questions; Appendix B: Table 3-1, Section 4.2, and Estimated Flow Rate Calculations and Field Parameters
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12	October 2020	Version 5.0	All
13	May 2021	SWPCP Figure Updates	Figures 2-1 and 2-2

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.



May 21, 2021

FOR

Michael K. Medeiros
Oahu District Engineer
State of Hawaii
Department of Transportation

Date

SWPCP Responsible Party: Waianae Baseyard Supervisor

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LIST OF ACRONYMS

<u>Acronym</u>	<u>Meaning</u>
AMS	Asset Management System
BMP	Best Management Practice
CFR	Code of Federal Regulations
CWB	Clean Water Branch
DA	Drainage Area
DOH	State of Hawaii, Department of Health
EPA	U.S. Environmental Protection Agency
HDOT	State of Hawaii, Department of Transportation
HEER	Hazard Evaluation and Emergency Response
HWY-O	Highways Division, Oahu District
LEPC	Local Emergency Planning Committee
MSW	Multi-Skilled Workers
NPDES	National Pollutant Discharge Elimination System
NRC	National Response Center
Permit	NPDES Individual Permit No. HI S000001
SWPCP	Storm Water Pollution Control Plan

1.0 INTRODUCTION

Federal regulations administered by the State of Hawaii, Department of Health (DOH) through State of Hawaii, Department of Transportation (HDOT), Highways Division National Pollutant Discharge Elimination System (NPDES) Individual Permit No. HI S000001 (Permit) requires that the Waianae Baseyard implement its latest Storm Water Pollution Control Plan (SWPCP). The SWPCP is designed to protect water quality by minimizing the discharge of pollutants in storm water runoff from activities at the baseyard.

1.1 SWPCP Implementation

The storm water management controls described in this plan will be implemented by HDOT, Highways Division, Oahu District (HWY-O) as required by the Permit, effective September 1, 2020, Part E DOT-HWYS Baseyard Facilities and Part F.2 Storm Water Associated with Baseyards.

1.1.1 Training

Management, staff, and maintenance personnel will be provided with training on the SWPCP initially upon implementation and at least annually thereafter. Additionally, training will be conducted following any major revision to the SWPCP and will also be provided to new hires. This training will include, a discussion of potential pollutants, best management practices (BMPs), spill response procedures, and past spills. Training records will be documented and retained for five years. Baseyard personnel will be responsible for implementing controls detailed in the SWPCP and training courses.

1.1.2 Inspections

Baseyard inspections will be conducted at least semiannually to ensure the pollutant control strategies (Section 3.0) and spill prevention and response plan (Section 4.0) are being effectively carried out. All inspections will be documented on the Baseyard SWPCP Inspection Checklist (Appendix A) and retained in the Maximo Asset Management System (AMS) for five years. Corrective actions for deficiencies noted during inspections will be documented, tracked, and closed-out in the AMS.

1.2 SWPCP Revisions

The SWPCP will be reviewed as often as needed to comply with the conditions of NPDES Permit. In the event the plan is modified, a copy of the updated SWPCP will be provided to the baseyard.

2.0 SITE DESCRIPTION

The Waianae Baseyard is located on the leeward side of Oahu at 85-630 Farrington Highway, Waianae, Hawaii 96792 (Figure 2-1). The baseyard is utilized as a staging area for landscape maintenance operations and minor repair activities by multi-skilled workers (MSW) on DOT roadways on the western portion of the island of Oahu. The MSW repairs may include masonry, carpentry, signs and markings, potholes, guardrails, crash attenuators, chain link fence, and graffiti removal.

The baseyard includes an elevated paved area that is used for vehicle parking and storage. The main office trailer and vehicle shed are located on the pavement on the southwest corner of the site. The other structures are two (2) storage containers side-by-side located in the raw materials storage area; two (2) empty storage containers and one empty mobile office trailer located to the northeast side of paved portion of the baseyard. Two (2) portable hazardous materials storage containers are located in the south center of the paved portion of the baseyard. The unpaved portion of the facility is used primarily for storage of concrete pillars and raw materials (sand and gravel). The baseyard is outfitted with a wash rack that serves as a washing location for vehicles and equipment. The wash water is captured in a sump and is processed through a filtration system followed by an oil/water separator prior to being discharged into the City and County's sanitary sewer system. No wash water flows offsite or into any storm drains or natural waterways.

2.1 Site Drainage

There are no storm drain inlets at the facility. Generally, storm water at the site sheet flows in a southerly direction, towards the south corner of the facility where it enters into a trench drain that bisects the entryway to the baseyard at the wash rack, diverting surface flow from the parking lot into a concrete channel that leads to a water polisher treatment system. Drainage from the paved areas typically sheet flows to grassy or landscaped areas, where it infiltrates into the ground. Storm water may also sheet flow into an asphalt swale that is located along the southeastern edge of the property that also leads to the water polisher treatment system. The asphalt swale leads from the northwest to the southeast to a storm drain inlet that is located approximately 100 feet southeast of the facility. The storm drain system empties into the Kaupuni Stream and eventually the Pacific Ocean, which is located approximately 1,000 feet to the south of the facility (Figure 2-2).

2.2 Drainage Areas

The Waianae Baseyard is divided into two drainage areas (Figure 2-2). Drainage Area 1 (DA-1) includes the southeastern half of the paved parking area and all of the grassy area on the northern portion of the baseyard. Drainage Area 2 (DA-2) includes the southwestern half of the parking lot and the grassy drainage swale associated with this area.

2.2.1 Drainage Area 1

The paved portion of DA-1 includes the vehicle wash rack, two hazardous materials storage containers, office trailer, and two storage containers located in the eastern corner of the parking

lot. The office trailer and two of the storage containers in DA-1 are HWY-O property, however these are both currently unoccupied and/or not in use. The other storage container is owned by State Harbors and used for personal watercraft storage but is currently empty. The two remaining hazardous material storage containers are used by Waianae Baseyard personnel to store equipment and materials. The grassy portion of DA-1 contains storage bays constructed of concrete barricades used to store raw material stockpiles (aggregate, base course, etc.) and the facility dumpsters. The easternmost portion of Drainage Area 1 is used as a storage area for a temporary metal bridge. The remainder of DA-1 is an open grassy area.

Storm water at the facility generally sheet flows to vegetated areas and infiltrates into the ground. During adequately heavy rainfall, storm water in this drainage area may flow to a trench drain or an asphalt swale located along the southeastern edge of the property (Figure 2-2), through the water polisher treatment system, and out to the drainage ditch that runs along Farrington Highway. Storm water eventually discharges to the storm drain inlet located approximately 100 feet to the southeast of the facility.

Potential pollutants in this drainage area include:

- Soaps, detergents, and wash waters associated with washing activities at the wash rack. Soaps and detergents are kept at the vehicle shed. Wash waters are contained by the wash rack system, pass through an oil water separator, and exit into the sanitary sewer.
- Gravel, dirt, concrete, and other aggregate materials stored in the outdoor bulk material storage area.
- Small quantities of petroleum (gasoline, motor oil, hydraulic oil) are secured within flammable storage lockers in the vehicle shed and equipment storage containers.
- Small quantities of herbicides are secured within a storage locker in the vehicle shed.
- Small quantities of petroleum products from equipment and vehicles in the parking lot.
- Silt, vegetation, and general rubbish from an outdoor barbeque area located on the adjacent property that runs parallel to the asphalt swale.

Routine Runoff

Generally, routine runoff from this drainage area may consist of dirt, silt, and vegetation that may be carried away in storm water. These components may affect water quality parameters such as total suspended solids and turbidity and may result in floatables in storm water runoff. As is expected from areas with vehicle traffic, the potential for minor amounts of petroleum to enter runoff also exists.

Non-Routine Runoff

Non-routine runoff may be a result of spillage, leaks, fuel dispensing, routine maintenance operations, overflow from the wash rack, failure of BMPs, or other emergency conditions (i.e., major equipment leaks). Such incidents will be addressed immediately as described in the Spill

Prevention and Response Plan (see Section 4.0). Potential non-routine runoff may result from the following sources:

- Spills and leaks from chemicals and equipment
- Equipment washing
- Facility washing
- Rubbish and litter
- Improper disposal of chemicals
- Improper storage of chemicals (i.e. container deterioration, exposure to rain, no secondary containment)
- Improper storage of raw materials
- Application and use of chemicals
- Major equipment leaks
- Poor spill response management

2.2.2 Drainage Area 2

DA-2 includes the office, the vehicle shed, and the southwestern half of the paved parking area. As indicated in Figure 2-2, storm water in DA-2 generally sheet flows towards the western corner of the baseyard where it leaves the facility and enters the asphalt lined drainage ditch that runs along Farrington Highway. Storm water eventually discharges to the storm drain inlet located approximately 100 feet to the southeast of the facility. Potential pollutants in this drainage area include:

- Small quantities of petroleum products from equipment and vehicles in the parking lot.

Routine Runoff

Generally, routine runoff from this drainage area may consist of dirt, silt, and vegetation that may be carried away in storm water. These components may affect water quality parameters such as total suspended solids and turbidity and may result in floatables in storm water runoff. As is expected from areas with vehicle traffic, the potential for minor amounts of petroleum to enter runoff also exists.

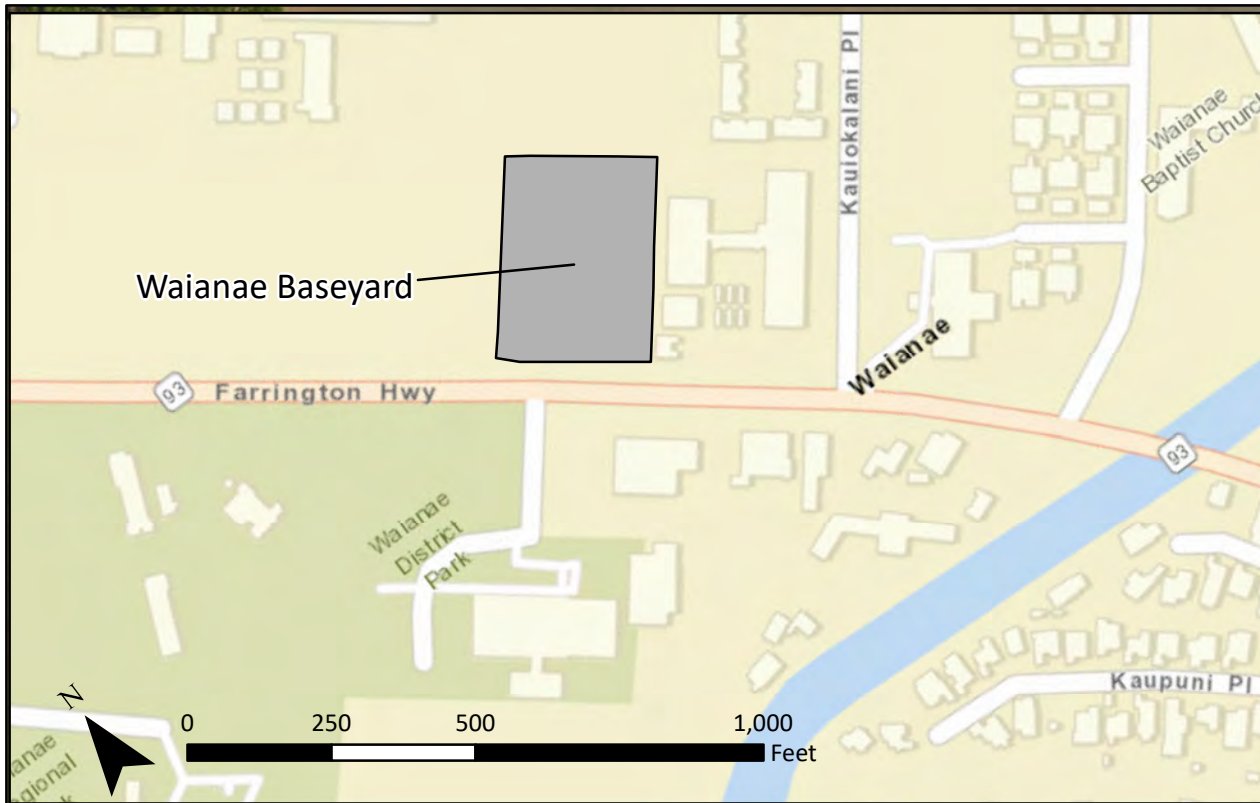
Non-Routine Runoff

Non-routine runoff may be a result of spillage, leaks, fuel dispensing, routine maintenance operations, failure of BMPs, or other emergency conditions (i.e., major equipment leaks). Such

incidents will be addressed immediately as described in the Spill Prevention and Response Plan (see Section 4.0).

Potential non-routine runoff may result from the following sources:

- Fueling of equipment (i.e. topping off motor oil, fueling of weed eaters and mowers)
- Facility washing
- Rubbish and litter
- Improper disposal of chemicals
- Improper storage of chemicals
(i.e. container deterioration, exposure to rain, no secondary containment)
- Application and use of chemicals
- Major equipment leaks
- Poor spill response management



Legend

	Tree		Buildings
	BMP Sock		Misc. Features
	Trench Drain		Uncovered Areas
	Jersey Barrier		AC Pavement
	Chain Link Fence		Concrete
	Gate (opens in)		Grass
	Drainage Swale		
	Parking		

STORM WATER POLLUTION CONTROL PLAN - WAIANAE BASEYARD

SITE PLAN

FIGURE 2-1



STORM WATER POLLUTION CONTROL PLAN - WAIANAE BASEYARD

DRAINAGE PLAN

FIGURE 2 - 2

3.0 POLLUTION CONTROL STRATEGIES

3.1 General Operating Conditions

The Waianae Baseyard has been divided into six functional areas:

- Administrative Building
- Equipment and Materials Storage Containers
- Vehicle and Equipment Wash Rack
- Parking Lot
- Vehicle Shed
- Outdoor Storage Area
- Stockpile Storage Area

Figures 3-1 to 3-9 present photographs of each functional area of the baseyard taken in their ideal operating condition. These photographs can be used for baseyard crews and inspection teams as a quick reference of how each functional area of the baseyard should appear. Deficiencies identified in the field should be corrected immediately to minimize the potential for pollution of storm water runoff.

FIGURE 3-1: BASEYARD FUNCTIONAL AREAS – ADMINISTRATIVE BUILDING



FIGURE 3-2: BASEYARD FUNCTIONAL AREAS – EQUIPMENT AND MATERIAL STORAGE CONTAINERS



FIGURE 3-3: BASEYARD FUNCTIONAL AREAS – VEHICLE AND EQUIPMENT WASH RACK



FIGURE 3-4: BASEYARD FUNCTIONAL AREAS – PARKING LOT



FIGURE 3-5: BASEYARD FUNCTIONAL AREAS – VEHICLE SHED

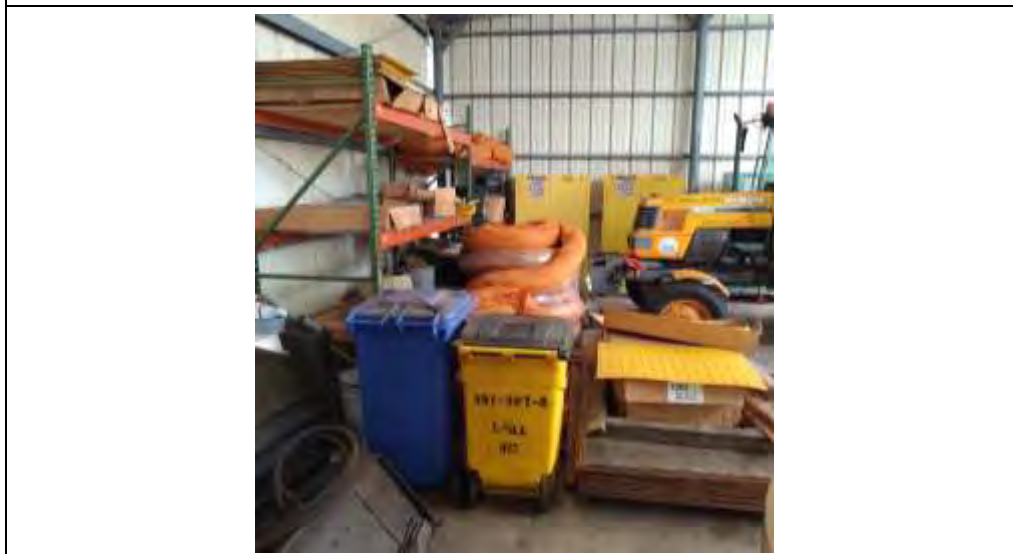


FIGURE 3-6: BASEYARD FUNCTIONAL AREAS – OUTDOOR STORAGE AREA



FIGURE 3-7: BASEYARD FUNCTIONAL AREAS – STOCKPILE STORAGE AREA



FIGURE 3-8: BASEYARD FUNCTIONAL AREAS – TRENCH DRAIN



FIGURE 3-9: BASEYARD FUNCTIONAL AREAS – WATER POLISHER



3.2 Best Management Practices

BMPs will be utilized at the baseyard to minimize and control potential pollutants from baseyard activities. Figures 3-10 to 3-17 include a list of activities associated with the baseyard and photos of BMPs that may be implemented at the Waianae Baseyard; this list may not include all specific activities that are conducted.

FIGURE 3-10: GOOD HOUSEKEEPING

1. Baseyard Sweeping



Sweep baseyard areas at least once per week and additionally as needed to remove accumulated sediment and debris and to prevent tracking.

Potential Pollutant–
Sediment, Metals, Rubbish

2. Rubbish Disposal



Keep rubbish in a covered container. Close at the end of business day.

Do not overfill waste containers.

If waste bins are not feasible for bulk items, ensure that waste is maintained to avoid mobilization in storm water (i.e. tarpaulin, filter devices, etc.).

Potential Pollutant–
Sediment, Metals, Rubbish



FIGURE 3-10: GOOD HOUSEKEEPING

3. Storm Drainage Area Maintenance



Visually inspect the storm drain areas for accumulation of rubbish, vegetation, and sediment. Clean the areas around storm water drainage as needed and at least semi-annually.

Remove and properly dispose of accumulated rubbish, vegetation, and sediment.

Potential Pollutant–
Sediment, Metals, Rubbish



FIGURE 3-10: GOOD HOUSEKEEPING



4. Parking Lot Maintenance	
	<p>Clean any parking area oil stains that produce a sheen when wet.</p> <p>Potential Pollutant– Petroleum, Oil, Lubricants</p>
5. Spill Kits	
	<p>Ensure that spill kits are located in easily accessible locations (i.e. main office) so that personnel can respond to spills.</p> <p>Replenish spill kits when used, or as needed.</p> <p>Ensure that spill materials are cleaned up following use and properly disposed.</p> <p>Potential Pollutant– Various used absorbents</p>

FIGURE 3-11: BASEYARD OPERATIONS



<p>1. Motor Vehicle Servicing</p> 	<p>Utilize spill containment materials whenever there is the potential for fluid leaks or spills (i.e., topping off fluids, long term storage of vehicles, etc.).</p> <p>Potential Pollutant– Vehicle fluids</p>
<p>2. Herbicide Usage</p> 	<p>Ensure that herbicides are mixed and managed to minimize contact with storm water.</p> <p>Store herbicide in covered storage and/or secondary containment.</p> <p>Follow the HDOT Chemical Application Plan for herbicide usage guidelines.</p> <p>Potential Pollutant– Herbicides</p>
<p>3. Painting</p> 	<p>Do not paint in the rain or when rainfall is anticipated.</p> <p>Ensure that wet paints are not mobilized to drainage areas.</p> <p>Clean brushes and dispose of paint waste in accordance with product label. Ensure that paint is not cleaned out in the dirt, street, or other drainage way.</p> <p>Potential Pollutant– Paints, Solvents</p>

FIGURE 3-12: WASHING

1. Motor Vehicle Washing	
	<p>Wash all vehicles and equipment in the designated wash rack.</p> <p>Ensure that containers and materials utilized for washing activities are properly stored according to the product label or disposed following washing.</p> <p>Potential Pollutant– Surfactants, Sediment, Fuel, Oils, Metals</p>
	
2. Facility/Other Washing	
	<p>Ensure that all water utilized for washing activities is contained. Containment can include connecting to the sanitary sewer.</p> <p>Do not discharge wash-water into drainage areas or onto the ground.</p> <p>Potential Pollutant– Surfactants and other pollutants that may be on hands and other surfaces</p>

FIGURE 3-13: FUELING

1. Equipment Fueling



Visually inspect portable fuel transfer tanks and hoses for cracks and leaks.

Store fuel containers within secondary containment (i.e. flammable storage lockers).

Ensure that hand-held equipment fueling activities are conducted within secondary containment.

Cleanup spilled fuels immediately. Ensure that fuels are not mobilized to drainage areas.



Potential Pollutant–
Gasoline, Diesel



FIGURE 3-14: VEHICLE AND EQUIPMENT STORAGE



1. Parking (DOT and Employee Vehicles)	
	<p>Visually inspect vehicles for leaks and use drip pans or pads where necessary. Ensure that drip pan is not overfilled with leaking materials or storm water.</p>
Potential Pollutant– Oil, Gasoline, Diesel, Coolant, Hydraulic Fluid, Metals, Sediment	
2. Handheld Equipment Storage	
	<p>Ensure that handheld equipment is managed to minimize contact with storm water.</p>
<p>Store handheld equipment within drip pans or on absorbent pads when not in use.</p>	
Potential Pollutant– Oil, Gasoline	

FIGURE 3-15: MATERIAL STORAGE




1. Material Storage	
	<p>Store materials in compatible containers that are in good condition (i.e. not rusting, leaking, or deteriorating) and closed when not in use.</p>
	<p>Store liquid materials under cover.</p>
<p>Potential Pollutant– Various hazardous materials (i.e., Petroleum, Oil, and Lubricants; Herbicides; Paint)</p>	
2. Metal Storage	
	<p>Ensure that metals are managed to minimize contact with falling rain and storm water flowing on the ground.</p>
<p>Store metals in a covered area or with a tarpaulin, if metals are rusting.</p>	
<p>Place metals on pallets or wood blocks to elevate materials off the ground.</p>	
<p>Potential Pollutant– Rusting Metal</p>	

FIGURE 3-15: MATERIAL STORAGE


3. Stockpile Storage	
	<p>Ensure that stockpile contact with storm water is minimized.</p> <p>Contact may be prevented with berms, jersey barriers, walls, tarpaulins, or another effective method.</p> <p>Ensure that stockpiled material does not have the potential to wash away and enter baseyard storm drainage areas.</p> <p>Potential Pollutant– Sand, Dirt, Gravel, Sweeper Waste, Green Waste, Asphalt</p>

FIGURE 3-16: WASTE MANAGEMENT

1. Managing Wastes Generated On-Site and Obtained from Highways Right-of-Ways



Separate wastes into categories and do not mix:

- Solid waste (i.e. general rubbish)
- Green waste
- Bulk items (i.e. mattresses, tires, etc.)
- Hazardous waste
- Universal waste

Ensure that wastes are managed to minimize contact with storm water.

Ensure that wastes are transported to Keehi Baseyard for disposal as soon as possible.

Potential Pollutant–

Rubbish, Green Waste, Miscellaneous Waste

FIGURE 3-17: STRUCTURAL BMPs

1. Vehicle Wash Rack

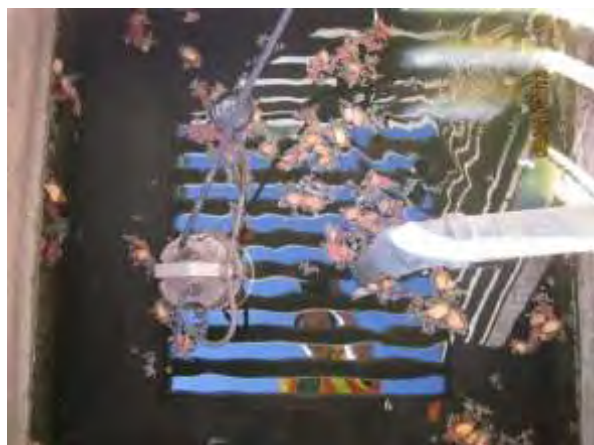


Perform routine maintenance of wash rack system, including oil water separator, to ensure proper functioning.

Visually inspect the wash rack sump and oil water separator filtration system. Remove and dispose of accumulated sediment, debris, and vegetation from the sump properly.

Potential Pollutant–

Surfactants, Sediment, Petroleum, Oils, Lubricants, Metals, Vegetation



4.0 SPILL PREVENTION AND RESPONSE

Spills of materials used and stored at the Waianae Baseyard can discharge to storm drains and State waters and contaminate storm water runoff. A Spill Prevention Response Plan is provided here to address that risk.

Spill Prevention and Response Plan

Purpose	Provide procedures to follow in the event a spill occurs
Personnel-In-Charge of Implementation	Waianae Baseyard Supervisor
Resources	Table 4-1: Checklist of Procedures Table 4-2: Pertinent Contact Numbers Table 4-3: Spill Response Documentation Form (spills in excess of 25 gallons or more)
Documents to Maintain	Spill Response Documentation Forms (kept by HWY-O)
Recent (within 5 years) spills of toxic or hazardous pollutants	None
Discharges of storm water resulting in reportable quantity triggering notification under 40 Code of Federal Regulations (CFR) 110.6 since 11-16-1987	None

TABLE 4-1: SPILL RESPONSE PROCEDURE

SPILL RESPONSE PROCEDURE		✓
1	Stop work.	
2	Assess the situation: <ul style="list-style-type: none"> ▪ Source of Release (Stop the source of the spill, if it can be done safely) ▪ Notify Others. <ul style="list-style-type: none"> ▪ Call 911 if an emergency situation occurs. ▪ Inform the Baseyard Supervisor of all spills. ▪ Type of Material Spilled and Associated Hazards. <ul style="list-style-type: none"> ▪ If the material is flammable, ensure that all sources of ignition are removed (i.e. turn off vehicles, prohibit smoking, evacuate unnecessary personnel) ▪ Location of Release (i.e. DOT right of way? pavement vs. soil?). ▪ Total Amount and Rate of Release. ▪ Potential for Surface Water Impacts. <ul style="list-style-type: none"> ▪ Deploy BMPs to protect storm drains and other surface water bodies. 	
3	Can the spill be cleaned up with baseyard staff and supplies? If yes – <i>continue to Step 4</i> . If no – <i>skip to Step 10</i> .	
4	Assign personnel to clean the spill and don appropriate personal protective equipment.	
5	Remove any incompatible materials from the area. This may include prohibiting smoking and the starting of vehicle engines.	
6	Begin spill clean-up efforts by ensuring that the source of the spill has been stopped. This may include closing valves, repairing equipment, or plugging holes.	
7	Confine the spill perimeter using absorbent material such as clay granules, sand, and/or soil. Ensure that drainage ways are blocked.	
8	Clean the remainder of the spill using absorbent material and a broom or vacuum. *Important: Never use a water source for cleaning unless the water is contained.	
9	Dispose of the cleaning materials and personal protective equipment properly. <i>Skip to Step 13.</i>	
10	Evacuate all personnel from the spill vicinity and move to the evacuation assembly near the northwestern corner of the baseyard on the outside of the facility fence-line. See Figure 2-1 for location.	
11	Call the Emergency Coordinator who will notify or designate someone to notify the Spill Response Contractor from Table 5-2.	
12	Take note of spill clean-up action performed by the baseyard personnel and/or Spill Response Contractor.	
13	The Emergency Coordinator or designee will notify the appropriate authorities from Table 4-2, if required.	

SPILL RESPONSE PROCEDURE		✓
14	The Emergency Coordinator or designee completes Table 4-3, Spill Response Documentation Form.	

TABLE 4-2: EMERGENCY SPILL CONTACT INFORMATION

Note: The reportable quantity for oil and fuel products is a spill of 25 gallons or more, a spill not cleaned within 72 hours, or a spill that threatens ground or surface waters. Notification of the National Response Center (NRC) is NOT required for releases of oil – only notification of State and County agencies are required for these substances.

Contact	Telephone Number
<p>Emergency (Medical Assistance, Fire Department, Police Department) If there is an emergency or life-threatening situation, 911 should be called first.</p>	911
<p>Baseyard Supervisor The Baseyard Supervisor or designee should be notified of all spills so that they can contact the Emergency Coordinator.</p>	(808) 456-3655 or (808) 258-1598
<p>Maintenance Superintendent, Emergency Coordinator The Maintenance Superintendent or designee should be notified of all spills so that they can act as the Emergency Coordinator for response efforts, which includes coordinating clean-up response, notifying the appropriate parties, and completing relevant forms.</p>	(808) 837-8058 or (808) 258-3269
<p>Spill Response Contractor The current spill response contractor (Pacific Commercial Services) should be notified by the Emergency Coordinator or designee for assistance when a spill is beyond the baseyard’s capacity for removal or to dispose of spent absorbents.</p>	(808) 545-4599
<p>National Response Center (NRC) The Emergency Coordinator or designee should call the NRC to report any spill of hazardous materials of a reportable quantity. The NRC will notify the appropriate Federal On-Scene Coordinator (Environmental Protection Agency - EPA) and various state agencies. [Note: Notification of the NRC is NOT required for releases of oil – only notification of State/County agencies is required for these substances.]</p>	(800) 424-8802
<p>DOH Hazard Evaluation and Emergency Response (HEER) Office (Oahu) The Emergency Coordinator or designee should notify the HEER office of any chemical spill of a reportable quantity. [Note: Reportable quantity for oil and fuel products is a spill of 25 gallons or more, a spill not cleaned within 72</p>	(808) 586-4249 (808) 247-2191 (after hours)

<p>hours, or a spill that threatens ground or surface waters.] A written notification must also be submitted no later than thirty (30) days after the initial release.</p>	
<p>DOH Clean Water Branch (CWB) (Oahu) The Emergency Coordinator or designee should notify the CWB of any spills of any chemical of a reportable quantity immediately by telephone. A written notification must also be submitted no later than thirty (30) days after the initial release.</p>	<p>(808) 586-4309</p>
<p>U.S. Coast Guard Marine Safety Office (Oahu) The Emergency Coordinator or designee should notify the U.S. Coast Guard of any quantity spill that reaches the ocean.</p>	<p>(808) 522-8260</p>
<p>Local Emergency Planning Committee (LEPC) The Emergency Coordinator or designee should notify the LEPC of any reportable quantity spill. After business hours, leave a message including name, phone number, time of spill, what was spilled, and quantity of spill.</p>	<p>(808) 723-8960</p>

TABLE 4-3: SPILL RESPONSE DOCUMENTATION FORM

Date of Incident:	Time:
Reported by:	
Location of Incident:	
Description of Incident:	
Nature of Release (Paint, herbicide, oil/grease, concrete, etc.):	
Cause/Source of Release:	
Quantity of Release:	
Immediate response measures taken:	
Regulatory Agency Notifications:	

Copies of the completed Spill Response Documentation Form shall be kept in the Waianae Baseyard SWPCP binder and with the Environmental Management Section Head

5.0 REFERENCES

- State of Hawaii, Department of Transportation, Highways Division. February 2013. *Environmental Management System Manual*.
- State of Hawaii, Department of Transportation, Highways Division. September 1, 2020. *National Pollutant Discharge Elimination System, Permit Number HI S000001*, expires August 31, 2025.
- State of Hawaii, Department of Transportation, Highways Division. April 2015. *Storm Water Management Program Plan*.

APPENDIX A

BASEYARD SWPCP INSPECTION CHECKLIST

BASEYARD SWPCP INSPECTION CHECKLIST

Facility Name:	Waianae Baseyard, Highways Division, Department of Transportation
Inspector's Name & Title:	
Date & Time of Inspection:	
Weather:	<input type="checkbox"/> Raining <input type="checkbox"/> Cloudy <input type="checkbox"/> Sunny Rain in 24 hrs? <input type="checkbox"/> Yes <input type="checkbox"/> No

ISSUE BEING EVALUATED	YES	NO	N/A	COMMENTS
SWPCP AND DOCUMENTATION				
Is the SWPCP onsite?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Has the SWPCP map been updated to reflect current baseyard conditions?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Are there any changes needed to the SWPCP based on the current observed baseyard conditions?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Are the inspection reports onsite?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Is the National Pollutant Discharge Elimination System NPDES permit onsite?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Is the employee training current and documented?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Have any spills of a reportable quantity (25-gallons or more) been reported and/or documented since last inspection?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
GOOD HOUSEKEEPING				
Are paved areas that are potentially exposed to storm water generally free and clear of accumulated sediment and debris?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Are the rubbish bins covered?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Is rubbish managed to prevent overflowing of waste storage containers and/or prevention of contact with storm water, if necessary?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

ISSUE BEING EVALUATED	YES	NO	N/A	COMMENTS
Are the drainage areas (culvert, diversion channel, downspouts) clear of debris?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Are there any oil stains present that produce a sheen when wet?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Are spill kits available and stocked?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Are spent spill cleanup materials properly disposed of?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
BASEYARD OPERATIONS				
Are drip pans or hydrocarbon absorbing pads utilized whenever there is the potential for fluid leaks or spills?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Are herbicides mixed and managed to minimize contact with storm water?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Are painting activities and cleanup conducted to minimize contact with storm water?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
WASHING				
Are all vehicles and equipment washed at the wash rack?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Are containers and materials utilized for washing activities properly stored according to the product label or disposed following washing?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Is the wash area (including trench drain and sump, if applicable) free of rubbish, sediment, oils and grease, etc.?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
FUELING				
Are portable fuel transfer containers and hoses cracked or leaking?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

ISSUE BEING EVALUATED	YES	NO	N/A	COMMENTS
Are fuel containers managed to minimize contact with storm water?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Are fuel spills present that are exposed to storm water?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
VEHICLE AND EQUIPMENT STORAGE				
Are salvage equipment leaking fluids and if so, managed to minimize contact with storm water?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
If necessary, are drip pans utilized and in good condition and placed properly under equipment?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Are drip pans filled or overflowing with rainwater and/or petroleum products (oil and grease, etc.)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Is handheld and/or portable equipment (i.e. chainsaw, weed whacker, generator, tamper, etc.) managed to minimize contact with storm water?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
MATERIAL STORAGE				
Are materials managed to minimize contact with storm water?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Are rusting metal pieces managed to minimize contact with storm water?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Are highway construction and maintenance related items managed to minimize contact with storm water?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Are green wastes, gravel, sand stockpiles managed to minimize contact with storm water?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Are BMPs that are utilized for material containment in good condition and working effectively?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

ISSUE BEING EVALUATED	YES	NO	N/A	COMMENTS
WASTE MANAGEMENT				
Are wastes appropriately separated according to operational disposal requirements and managed to minimize contact with storm water?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Does waste need to be transferred to the Keehi Baseyard for final disposal?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
STRUCTURAL BMPs				
Is the wash rack properly maintained (per posted standard operating procedures and signage)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	