

Operations and Maintenance Plan **For Buildings**

Updated August 2024

General

As part of the MS4 Stormwater Program, the City of Church Hill is required to develop and implement an operations and maintenance program to prevent or reduce pollutant runoff from municipal buildings and their sites.

Training

Employees responsible for operations and maintenance of municipal facilities shall be provided sufficient training to identify and prevent or reduce stormwater pollution. New employees should be trained upon their hire, or at least within 6 months of their hire date. Existing employees should have training or re-training annually.

Potential Pollutants

Potential pollutants from buildings and their sites are, but not limited to, the following:

- Mechanical fluids such as oil, grease, fuel, etc. from vehicles
- Cleaning and de-greasing solvents
- Debris and trash
- Salt or other chemical use for safety during winter weather events
- Sediment
- Nutrients from fertilizer and other materials
- Pesticides or herbicides

It is important to collect, absorb, or prevent pollutants from being washed from the site because they then enter the storm drain system. Once in the storm drain system, it is difficult to prevent the pollutants from reaching the streams within the City limits.

Operations

Material Storage and Use

All materials for maintenance or other operations should be stored in closed containers, stored under cover, and/or stored indoors. No open containers exposed to rainfall or stormwater runoff are allowed.

All hazardous materials such as empty or partially empty paint cans, cleaning fluid, etc. shall be disposed of by taking them to a permitted hazardous material disposal site in accordance with State laws. All hazardous materials shall be stored in accordance with

manufacturer's specifications and should be stored in a location where rainfall or stormwater runoff will not come in contact with them.

The washing of paint tools or other hazardous material equipment must be performed and disposed of in accordance with all State and Federal regulations. The cleaning residue from such equipment is hazardous and cannot be discharged onto the ground or into a pond, storm drain, ditch, stream, other stormwater conveyance, or to Waters of the State including both surface and groundwater and shall be disposed of in accordance with State laws.

Litter, construction materials, construction debris, construction chemicals, and other hazardous materials should be stored in a manner that rainfall, stormwater runoff, or wind will not cause them to be a pollutant source for stormwater discharges.

Litter and Debris Pickup

Litter, construction materials, construction debris, construction chemicals, and other hazardous materials shall not be allowed to enter a pond, storm drain, swale, ditch, stream, other stormwater conveyance, or to Waters of the State. This can be accomplished by screening outfalls, daily pickup or cleanup, storing under cover, by limiting the time the materials are stored onsite, storing materials away from stormwater outfalls, and by other methods.

Erosion

The site should be inspected on at least a quarterly basis for bare soil and erosion. The inspection can occur in conjunction with other routine operations and does not need to be a separate inspection. If bare soils or erosion are present, schedule needed repairs to occur in a timely manner.

Parking Lots

See Public Parking Lot Operation and Maintenance Plan for any parking lot on the site.

Storm Drain System

See Public Street and Storm Drain System Operation and Maintenance Plan for any storm drain system on the site.

Landscaped Areas and Lawns

See Public Park Operation and Maintenance Plan for maintenance of any landscaped or lawn areas on the site.