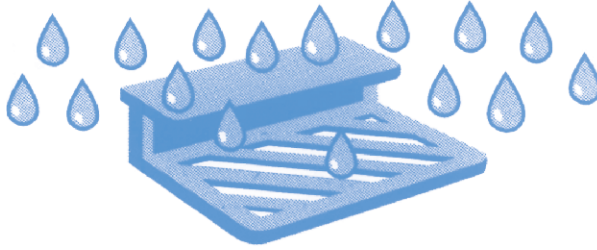


Business Stormwater & Waste Disposal Guide



Only Rain Down the Drain

Protect the Aquifer and River

Your business success can help protect our river and aquifer.
Safe waste disposal and stormwater practices help protect our water, while lowering your business liability.



This guide is funded by the Spokane Riverkeeper and developed with the Spokane River Forum through a Supplemental Environmental Project (SEP) for business and industry stormwater management.

Dear Business Owner,

This Stormwater and Waste Disposal Guide is intended to help business owners navigate the complex world of handling toxic materials in the workplace in a way that is safe and protects the Spokane River.

This guide is easy to use and provides basics on storm water infrastructure and its connection to the aquifer below our feet and the surface water out our back door in the Spokane River. It is also helpful for quick identification of good management practices and waste disposal resources. Safe and sound handling of industry materials is essential to keeping our rivers, aquifer and ground water pure and clean.

Remember that as a business owner, there are numerous industry regulations that need to be followed if you handle hazardous or caustic materials of any kind. Each material will have guidelines and legal requirements for storage and disposal that are designed to protect people and the environment from their misuse or mishandling.

Please be aware of the guidelines and procedures unique to your industry and the materials that you handle in addition to the information in this resource guide. We are committed to the success of your business while protecting our environment.

Sincerely,



Jerry White, Jr.

Spokane Riverkeeper and Regional Sponsors



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Why should I care?

Proper disposal of hazardous waste materials is not only good for the environment, it's the law.

Compliance makes good business sense and makes you the neighborhood hero by:

- Attracting more people to your business,
- Avoiding costly fines, litigation and/or penalties,
- Protecting the aquifer, our community's sole source of drinking water,
- Making the Spokane River cleaner for quality of life, recreation and tourism, and
- Protecting fish and wildlife that depend on a clean river.



Only Rain Down the Drain

Rain is the only liquid that should go down storm drains and drywells. Other liquids may be hazardous and can contaminate our beautiful river and sole source aquifer.

Have a drain on your property? Know the difference

Storm Drain: Drains excess water and rain from paved roads, sidewalks, parking lots, etc. Storm drains in Spokane County may be connected to any of the following:

- A pipe that leads directly to the Spokane River,
- A combined sewer overflow outfall (CSO) pipe or tank,
- A municipal sewer, or
- A dry well (shown below).

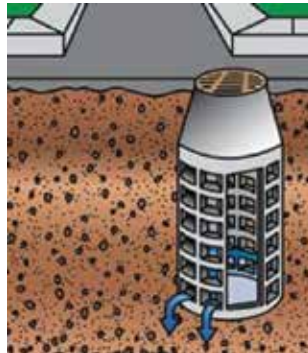
Drywell (also known as UICs) An underground structure that looks like a drain, but only captures and infiltrates stormwater into the ground.

There are two types of drywells. In both types, water is not treated before going into the ground and eventually seeps into the aquifer or river.

Figure 1: Drywell is connected to storm drain or catch basins



Figure 2: Drywell is only covered with a storm drain lid



In both options, water is NOT treated before going into the ground. Dry wells must be cleaned out on a yearly basis and must be registered through the Washington State Department of Ecology. Register at ecy.wa.gov.

We Keep It Clean Using the Four Cs

Cover, Capture, Clean and Contain

Cover



Do – Cover outdoor work and storage areas or store things inside.



Don't – Let outdoor work and storage areas be exposed to outdoor elements.

Capture



Do – Capture fluids before they run to drains, drywells, or the street.



Don't – Let fluids run into drains, drywells, or the street.

Clean



Do – Clean up spills before they reach the drains.



Don't – Leave spills where they are.

Only Rain Down the Drain

Contain



Do – Contain and label stored fluids to capture leaks.



Don't – Leave stored fluids uncontained or uncovered.

Even Small Amounts Pollute Our Aquifer and River

Construction Related Projects

Are you in the construction business?
Please note the steps that need to be followed:



1. Minimize tracking onto public, private, and future public roads by removing dirt and mud from equipment and vehicles. Any dirt or mud tracked onto paved public roadways must promptly be removed.
2. Protect public roads and stormwater facilities. No more than two gallons per day of soil, dirt, mud, or debris should leave the project site.
3. Properly wash out concrete trucks and equipment. There should be no washout material within a drainage area, stormwater facility or body of water.
4. Protect private properties. Do not deposit soil, dirt, mud or debris from a project site onto private property.
5. Protect bodies of water and wetlands. Do not deposit soil, dirt, mud or debris from the project site into water or wetlands.

Erosion and Sediment Control (ESC) Plans

An ESC Plan is a site-specific plan that details the use, location, and placement of sediment and erosion-control devices. You must submit an ESC Plan if:

- Spokane County or City of Spokane Valley:
 - The project adds or replaces 5,000-plus square feet of impervious surface, or
 - The project disturbs one acre or more of ground surface.
- City of Spokane
 - Any addition or replacement of impervious surfaces.

Stormwater Pollution Prevention Plan (SWPPP)

Businesses must obtain coverage under the Washington State Department of Ecology Construction Stormwater General Permit for discharges associated with construction activity when:

- Construction activities disturb one or more acres of soil, or
- Any project, which is part of a larger development, disturbs one or more acres.

Projects that fall under the Construction Stormwater General Permit must develop a Stormwater Pollution Prevention Plan (SWPPP) that describes the Best Management Practices (BMPs) a contractor will



implement to prevent erosion and discharge of sediment and other pollutants in stormwater runoff.

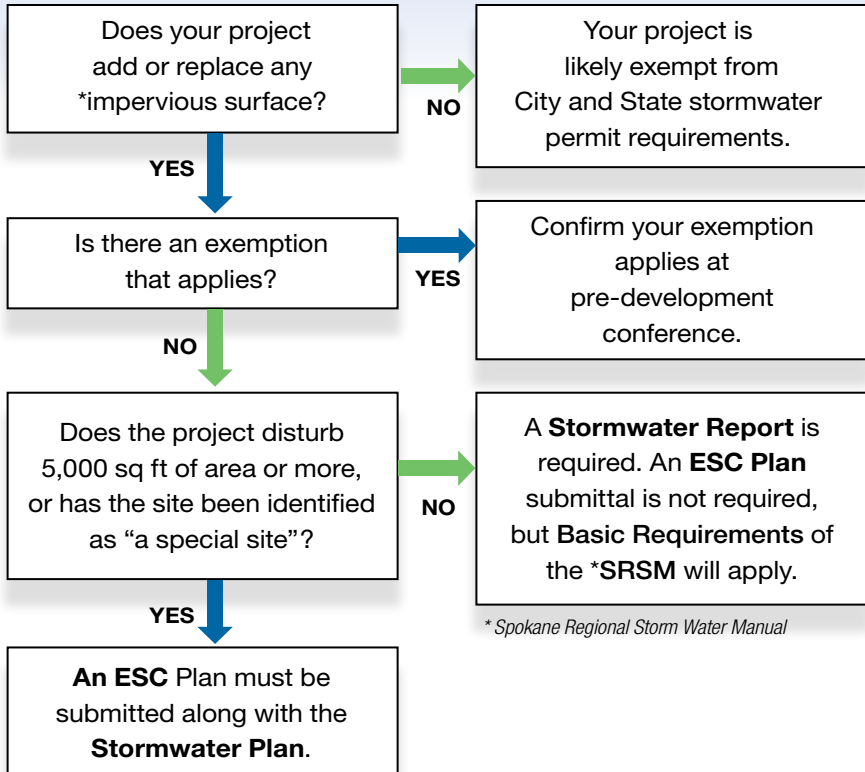
Businesses and Air Quality

- **Registration & Permitting:** Some businesses must obtain permits to install, modify or operate equipment. Examples include boilers, generators, painting operations, gas stations, etc.
- **Asbestos:** If renovating or demolishing a structure, regardless of its age, asbestos requirements apply.
- **Dust:** Uncontrolled dust emissions are prohibited. This includes tracking dirt onto paved surfaces.
- **Odors:** Odors are air pollution under state law.

For information about the above rules, contact **Spokane Regional Clean Air Agency for assistance with air quality rules that pertain to your business:** (509) 477-4727 or SpokaneCleanAir.org/business.

Do you need a stormwater report?

Follow the diagram below to see if a stormwater report is needed for your business.



** Spokane Regional Storm Water Manual*

** impervious - not permitting penetration or passage of water, impenetrable*

For more information, you can view and download a guide, Understanding Stormwater Permitting in the City of Spokane at <http://spokaneriver.net, outreach-resources, stormwater-guides/>.

City of Spokane Stormwater - 311 or 509.755.2489
City of Spokane Valley Stormwater - 509.720.5018
Spokane County Stormwater - 509.477.3600

PolyChlorinated Biphenyls (PCBs)

Found in oils, paints, caulks, dyes, hoses, hydro-seed, and more.

PCBs are very durable and toxic substances once used in a wide range of applications (i.e., transformer oils, garden hoses, caulking and rolling out aluminum in industrial plants). PCBs were produced for industrial use by Monsanto beginning in the late 1930s until they were banned as an environmental and human health hazard in 1979. However, some PCBs still show up in chemicals found in work areas.



PCBs are still inadvertently produced in such products as yellow, green and white pigments which are commonly used to cover or color paper products, road paints and even hydroseed that is sprayed on landscaping projects.

PCBs resist breaking down in the environment and show up in groundwater and soils. Runoff transports PCBs through storm drains and combined sewer overflow outfalls into the Spokane River, where PCBs can accumulate in aquatic insects and fish.

To help prevent PCBs from getting into our river, aquifer, and the fish that we eat, do not dispose of any products in storm drains or drywells. Only rain down the drain.

For more information about PCBs and efforts to prevent them from entering our river and aquifer, visit the Spokane Waste Directory at http://spokaneriver.net/wastedirectory/waste_type/pcbs/.

Does your business generate hazardous waste?

You are required to determine whether the waste your business generates is hazardous. Ecology provides guidance documents to help determine whether your waste is hazardous.

Hazardous wastes must be labeled. Each container and tank must clearly show:

1. The words “Dangerous Waste” or “Hazardous Waste.”
2. Risk of the waste, such as Flammable, Corrosive, Toxic, or Reactive.
3. Accumulation start date. Mark the date on the container the first-time waste is added to track how long the waste has been kept on site.

Labels can be downloaded at ecy.wa.gov

Secondary Containment of Hazardous Waste

Washington State law requires liquid hazardous wastes to have secondary containment which will prevent spills or leaks of liquid hazardous wastes from reaching the environment. Put incompatible wastes in separate containment systems so that the wastes cannot mix if there is a spill or leak.



Generator Status

The amount of waste your business generates determines which rules your business must follow.

	Amount of Dangerous Waste Quantity Exclusion Limit¹
Small Quantity Generator (SQG)	Generate less than 220 pounds per month. Accumulate less than 2,200 pounds at any time.
	Generate or accumulate less than 2.2 pounds of waste with these codes: all P codes* WT01 F020 F021 F022 F023 F026 F027.
Medium Quantity Generator (MQG)	Generate between 220 and 2,200 pounds per month. Accumulate less than 2,200 pounds at any time.
	There is no MQG status for waste with a 2.2 quantity exclusion limit. If you have more than 2.2 pounds in any month, you are large quantity generator.
Large Quantity Generator (LQG)	Generate 2,200 or more pounds per month. Accumulate more than 2,200 pounds at any time.
	Generate or accumulate 2.2 or more pounds of waste in these codes: all P codes* WT01 F020 F021 F022 F023 F026 F027.
<p>* Residues, contaminated soil, water, or other debris from the cleanup of a spill of any chemical designated on the “P” discarded chemical products list have a 220-pound limit.</p>	

¹ *Quantity Exclusion Limit (QEL) is the quantity, by weight, at which a waste becomes fully regulated under medium quantity generator and large quantity generator requirements, according to the Dangerous Waste Regulations, Chapter 173-303-070 Washington Administrative Code (WAC). QELs apply to the total amount of dangerous waste each month, not each individual waste stream.*

Proper Hazardous Waste Management

What are examples of hazardous waste?

- Petroleum, oil-based paint, metal shavings, solvents, mercury-containing items, chemicals, pharmaceuticals, herbicides, pesticides, fertilizers, used shop rags and more.

Store hazardous materials appropriately.

- Containers must be in good condition and compatible with the materials being stored.
- All containers must be labeled correctly (i.e. flammable, corrosive, universal waste, hazardous waste).
- Storage containers must be kept closed and away from soil and drains.

Keep the following records on file:

- Documentation of all hazardous waste disposal and recycling.
- Safety Data Sheets (SDS) for hazardous products.

Have a response for hazardous waste spills.

- Create a Spill Response Plan posting emergency phone numbers.
- Spill clean-up and containment materials must be available on-site and in transporting vehicles.
- Protect the aquifer and river by keeping spills from entering all drains.

Do I need a spill kit?

Yes, on site spill kits are necessary to contain and clean up hazardous materials.

What should be included in my spill kit?

- Goggles,
- Gloves,
- Plastic Bags,
- Absorbent Socks, and
- Absorbent Pads.

How do I use my spill kit?

1. Make sure you have the proper kit (hazardous vs. non-hazardous).
2. Provide appropriate Personal Protective Equipment (PPE)
3. Stop leaks at the source to prevent them from growing.
4. Use absorbent socks to surround spill or divert the fluid flow.
5. Use absorbent pads to soak up spills.
6. Use disposal bag to contain the absorbent pads and socks.
7. Dispose of bag appropriately (refer to page 17 for disposal options).



Good Management Practices for Businesses

These are general good management practices. For business and industry-specific requirements, visit SpokaneEnviroStars.org.

Educate Employees

- Train employees to properly handle all hazardous materials.
- Provide proper training for product storage, disposal and spill cleanup.

Manage Hazardous Materials

- Discard all wash water in a sanitary sewer.
- Screen and filter carpet cleaning wastewater. Never discharge to swales, storm drains, drywells, parking lots, on-site septic systems, gutters and/or streets.
- Map, inspect and maintain the storm drainage system.
- Fuel vehicles in a covered space away from drywells or storm drains.
- Handle and recycle solvents, oils, and antifreeze as hazardous waste.
- Schedule a hazardous waste hauling service to fit volume and frequency needs.
- Recycle fluorescent tubes from overhead lights, CFL light bulbs, and electronic wastes (computers, batteries, etc.).
- Purchase and use the least toxic, least hazardous products.
- Establish an Integrated Pest Management (IPM) or Organics Only policy or program.
- Use phosphate free cleaning products when possible.
- Keep waste and product container lids closed unless in active use.
- Dispose of solid waste in the appropriate solid waste containers.

Reduce Air Pollution

- Reduce employee commute trips by supporting options like bus, rideshare, bike, walk. Info at www.mycommute.org.
- Ask vendors, employees and customers to avoid unnecessary vehicle idling. “No idle” signs are available at Spokane Regional Clean Air Agency.
- Purchase vehicles that are fuel efficient, or operate on electric or flex fuels.
- Invest in energy efficient equipment and technology.
- Follow regular maintenance schedules for equipment and vehicles.

Good Management Practices for Businesses

Continued

Reduce Waste

- Analyze disposal and recycling records yearly to monitor the amount of waste generated and evaluate progress in waste reduction.
- Create systems to reuse, recycle, and eliminate as much waste as possible.
- Reduce paper waste by making double-sided copies and communicating electronically.
- Reuse office and kitchen supplies, shipping materials, and containers.
- Set up a reuse, exchange station for materials.
- Return damaged or unused products to the supplier.
- Compost food, when possible, and use worm bins for composting.
- Replace carpet, which can collect deep dust contaminants, with linoleum, cork, bamboo, concrete, or other flooring.

Conserve Resources

- Become an EPA Waterwise program member (visit epa.gov).
- Choose a LEED Certified building.
- Purchase Energy Star-rated and recycled products.
- Install low flow toilets.
- Use motion-sensors, LED or natural lighting, and rechargeable batteries.
- Repair rather than replace equipment.
- Use low impact development building and landscaping materials.
- Regulate heating and cooling systems.



Business Waste - Fees Apply

Construction, Demolition, and Land Clearing Debris (CDL):

CDL waste is solid waste resulting from construction projects. CDL includes: concrete, wood, asphalt, gypsum, metals, bricks, salvaged components, trees, stumps, earth, rock, and soil. Check the Spokane Waste Directory to see what CDL material can be recycled. Otherwise, you can arrange for a dumpster or roll-off service for waste disposal.

Non-hazardous business waste can be taken to any of the facilities listed below.

Graham Road Recycling and Disposal

1820 S. Graham Rd. Medical Lake, WA 99022
509.244.0151

North County Transfer Station *

22123 N. Elk Chattaroy Rd. (turn east off Hwy. 2)

City of Spokane Waste to Energy Facility

2900 S. Geiger Blvd.

Spokane Valley University Transfer Station

2405 N. University Rd.

Valley Transfer Station *

3941 N. Sullivan Rd. (turn west on Kiernan Ave.)

* CESQG (Conditionally Exempt Small Quantity Generators) may dispose of Hazardous Waste **only** by appointment on Saturday and Sunday at the North County and Spokane Valley Transfer Stations. Appointment times are 9-10 am and 2-3 pm. To schedule an appointment call 509.202.7397



Some Business Wastes that Require Special Handling

Acetone	Lead Aprons
Aerosols: Spray Paint, Cleaners	Mercury: Amalgam, Thermometers, Thermostats
Antifreeze and Machine Coolant	Oil, Oil Filters, Oily Rags and Grease
Asbestos	Paints, Adhesives and Solvents
Batteries	PCBs (Light Ballasts, Capacitors)
Biomedical Waste	Perchloroethylene
CFCs, Refrigerants	Pesticides, Herbicides, and Fungicides
Computers, Electronics	Pharmaceuticals, Medicines
Condensers, Compressors	Photo Chemicals: Fixers, Developers
Corrosive Liquids: Acids, Alkaline	Radiators
Fats Oils and Grease (FOG)	Radioactive Waste
Film Lithoplate Flares, Explosives, Ammunition	Sharps, Needles, Syringes Soil - Contaminated
Fluorescent Light Tubes, CFL Bulbs	Tires
Formaldehyde, Formalin	Waste Water (carpet cleaning, auto washing, metal grinding, water born paint etc.)
Freon, Helium, Propane, Butane	Window Washer Fluid
Fuels (Gasoline, Oil, Diesel)	
Ink, Toner Cartridges	

Find disposal options at www.SpokaneWasteDirectory.org

Emergency Response to Chemical or Hazardous Spills Contact Information

In an emergency call 911 for Fire or Police.

City of Spokane

Spills to Sewers

Daytime – 509.625.4600

After Hours – 509.625.4610

Spills to Ground or Surface Water – 509.329.3400

Spokane County

Spills to Sewers Daytime 509.477.1984, After Hours 509.459.9330

Outside the City of Spokane

Washington State Department of Ecology

24-Hour Spill Response – 509.329.3400

Waste Disposal

City of Spokane Solid Waste Collection – 509.755.2489

spokanecity.org/solidwaste, in the city call 311.

E-Cycle Washington – 1800recycle.wa.gov, 1-800-RECYCLE

Light Recycle Washington – lightrecycle.org

Spokane County Regional Solid Waste System – 509.477.6800

spokanecountysolidwaste.org

Spokane Waste to Energy – 509.625.6580

spokanewastetoenergy.org,

Sunshine Disposal – sunshinedisposal.com, 509.924.5678

Waste Management – wm.com, 509.924.9400

Wastewater Pretreatment

City of Spokane 509.625.4600

Spokane County 509.477.3604

Business Stormwater & Waste Disposal Guide

Municipal Contact Information

City of Airway Heights – cawh.org, 509.244.5578

City of Cheney – cityofcheney.org, 509.498.9209

City of Liberty Lake – libertylakewa.gov, 509.755.6700

City of Millwood – millwoodwa.us, 509.924.0960

City of Spokane – my.spokanecity.org, 509.625.7900

City of Spokane Valley – spokanevalley.org, 509.921.1000

Spokane County – spokanecounty.org, 509.477.3600

Other Assistance

Spokane Aquifer Joint Board – spokaneaquifer.org, 509.847.4337

Spokane Regional Clean Air Agency – spokanecleanair.org,
509.477.4727

Spokane Regional Health District – srhd.org, 509.324.1560 ext. 3

Spokane River Forum – spokaneriver.net, 509.535.7084

Spokane Riverkeeper – spokaneriverkeeper.org, 509.835.5211

Washington State Department of Ecology – ecy.wa.gov,
509.329.3400

**Washington State Department of Health Drinking Water
Division**, doh.wa.gov/ehp/dw, Daytime – 509.329.2100,
After Hours – 1.877.481.4901

Washington Stormwater Center –
wastormwatercenter.org/business

Wondering what to do with your waste?

