

Stormwater Pollution Prevention Plan (SWPPP)

for:

**University of Washington Bothell / Cascadia College
Warehouse and Corporation Yard**

Permit Number: WAR045704 (UWB), ~~WAR045709 (CC)~~
Western Washington Phase II Municipal Stormwater General Permit
17927 113th Ave NE
Bothell, Washington 98011

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Section 1. Facility Background, Description, & Contact Information

1.1 Regulatory Requirements

The University of Washington (UW) Bothell / Cascadia College (CC) is a secondary permittee to the City of Bothell and subject to the requirements of the National Pollutant Discharge Elimination System (NPDES) Phase II Municipal Stormwater General Permit (Phase II Permit), Permit Number WAR045704 (UWB) and ~~WAR045709 (CC)~~, effective from July 2024 – July 2029. The NPDES program is a requirement of the federal Clean Water Act and is implemented by the Department of Ecology in Washington State. The Phase II Permit requires that all permittees develop a stormwater management program (SWMP) aimed at reducing the discharge of pollutants into the permittee’s municipal separate storm sewer system (MS4).

A required component of the SWMP is the implementation of an operations and maintenance (O&M) program designed to prevent or reduce pollutant runoff from municipal operations. One requirement of the O&M program is the development of a stormwater pollution prevention plan (SWPPP) for heavy equipment maintenance and storage yards, and material storage facilities (section S6.D.6.a.vi of the Phase II Permit). This SWPPP has been developed to meet these O&M requirements for the Warehouse and Corporation Yard and will be updated periodically to reflect any changing conditions.

Since the City of Bothell that has adopted the *King County Surface Water Design Manual (KCSWDM)*, this SWPPP has been developed using the *King County Stormwater Pollution Prevention Manual (KCSPPM)* for the selection of best management practices (BMPs) outlined in Section 3. Additional stormwater pollution measures and guidance was selected from the *Stormwater Management Manual for Western Washington (SWMMWW, amended in 2014, updated last in 2024)*, for spill prevention, response, and illicit charges to define pollution prevention measures and how they will be implemented.

1.2 Facility Information

Name of Facility: University of Washington (UW) Bothell / Cascadia College (CC)
Warehouse and Corporation Yard

Street: 17927 113th Ave NE

City: Bothell

State: WA **ZIP Code:** 98011

County: King County

1.3 Contact Information/Responsible Parties

Facility Owner/Operator

Name: University of Washington Bothell / Cascadia College

Department: Facilities Services & Campus Operations (FS&CO)

Address: 18115 Campus Way NE

City, State, Zip Code: Bothell, WA 98011

Telephone Number: (425) 352-5466

SWPPP Contact

Name: Brett Konzek

Telephone number: (425) 352-3661

Email address: brettk1@uw.edu

1.4 Facility Maps

Three facility maps for the Warehouse and Corporation Yard are provided in **Appendix A**.

- **Site Location Map:** Shows general location and receiving waters for stormwater discharges.
- **Facility Stormwater Map:** Shows storm drain systems, discharge locations, flow direction, and treatment systems.
- **Facility Site Plan:** Shows facility layout, sanitary sewer system, storm drainage systems, equipment and material storage areas, vehicle parking, vehicle wash area, and spill kit locations.

1.5 Stormwater Pollution Prevention Team

The pollution prevention team is responsible for developing and revising the facility's SWPPP, implementing and maintaining control measures/BMPs, and taking corrective actions as required. The team consists of management, facility operations personnel, and a SWPPP coordinator. A list of team members, contact information, and a brief description of their primary responsibilities regarding stormwater pollution prevention is outlined in **Table 1**.

Table 1. Pollution Prevention Team

Staff Names and/or Title	Individual Responsibilities
Brett Konzek, FS&CO EH&S Manager	SWPPP updates, visual inspections, performs employee training, spill prevention, recordkeeping
Tyson Kemper, FS&CO Grounds Supervisor	Ensure BMPs listed are in place, operative, and effective
Nicole Sanderson, FS&CO Senior Director	Ensure Oversight of Program and to help ensure BMPs listed are in place, operative, and effective

Section 2. Facility Assessment

2.1. Facility Description

The Warehouse and Corporation Yard (the Facility) is part of the University of Washington Bothell / Cascadia College (UWB / CC) co-located campus located immediately north of State Road 522 (SR 522) and west of Interstate 405 (I-405) as shown in **Figure 1** in **Appendix A**. The Warehouse building is located at 17927 113th Ave NE and the Corporation Yard is a surface parking lot on the other side of Campus Way NE in the southwest direction.

Regular Business Hours

- Day shift:
 - Monday through Friday, 7:30am to 4:00pm.
- Night shift:
 - Monday through Thursday, 12:00am to 8:30am.
 - Sunday 9:30pm-12:00am.
- Closed State Holidays.

2.1.1 Warehouse Operational Activities

- UWB Mail Services
 - Shipping and receiving
 - Internal mail distribution and collection
- Maintenance Team
 - Paint shop
 - Outdoor washing of vehicles and equipment in front of the Warehouse
 - Outdoor loading and unloading of materials
- Grounds Team
 - Shop area
 - Service vehicles and equipment
 - Equipment, tools, and parts storage
 - Outdoor washing of vehicles and equipment in front of the Warehouse
 - Parking lot maintenance and landscaping

2.1.2 Corporation Yard Operational Activities

- Maintenance Team
 - Large equipment storage
- Grounds Team
 - Vehicle storage, fueling, and maintenance
 - Small power and hand tools stored in Conex containers

2.1.3 Stormwater Drainage System

The UWB/CC campus utilizes two independent stormwater conveyance systems to account for different treatment requirements; “clean water” and “treated” systems. For this facility, runoff from new pollution generating surfaces at the Warehouse will be treated (StormFilter and Filterra systems) prior to discharging into the “clean water” system and runoff from the Corporation Yard discharges to the “treated” system called Water Quality Vault 4 (**Figure 2; Appendix A**).

Subsurface drainage and building roof runoff, “clean water”, does not require water quality treatment by code, however StormFilter filtration was installed to treat crow/bird droppings (coli) from roof runoff due to the close proximity to the wetland and North Creek. The Filterra system provides treatment for the asphalt pavement in front of the Warehouse.

Treated runoff (StormFilter and Filterra systems) from the Warehouse is collected in an 8-inch storm drain line running on the south side of the Chase House that discharges to the ditch running northeast, parallel to the westbound SR 522 onramp from southbound I-405. The ditch then enters an 18-inch culvert pipe under the King County Regional Trail and discharges to North Creek approximately 450-feet upstream of the confluence with the Sammamish River south of SR 522.

The caged area on the south side of the building drains to a catch basin and is routed through an oil/water separator that connects to the “treated” system that flows to Water Quality Vault 4. Water Quality Vault 4 is part of a three-stage water quality treatment system consisting of a coalescing plate oil/water separator (CPS), a wet vault (Water Quality Vault 4), and a biofiltration swale facility that discharges to the wetlands.

The Warehouse under cover vehicle wash area water is collected in a catch basin and routed to an oil/water separator and discharged to the sanitary sewer system (**Figure 3; Appendix A**).

Runoff from the Corporation Yard either flows to low points west and south of the Chase House where it is collected by area drains or flows east onto 113th Avenue NE. 113th Avenue NE slopes down from west to east and runoff is collected in catch basins along the east side of the road. The catch basins are part of the Campus storm drain system that flows to Water Quality Vault 4.

2.2. Materials Inventory

Site Plans shows the general layout of the Warehouse (**Figure 3; Appendix A**) and Corporation Yard (**Figure 4; Appendix A**) including location of material storage areas, equipment, spill kits, vehicle wash area, parking areas, and location of storm and sanitary sewer systems. Inventory of chemicals, equipment,

tools, and storage is listed below. **Table 2** in Section 2.3 lists materials that can potentially be exposed to stormwater and their associated pollutants.

2.2.1 Warehouse Material Inventory

2.2.1.1 Indoor Storage

- UWB Mail Services
 - General office and mailing supplies
 - Overstock of construction project equipment, including items like excess furniture, excess carpet squares/glue, and temporary staging of mechanical equipment.
 - General custodial storage (paper towels, toilet paper, etc.).
- Maintenance Team
 - Storage Area: equipment, tools, and parts storage
 - Paint Shop: chemical storage

Contents	Quantity*
Primers	20 gallons
Interior Latex	100 gallons
Exterior Latex	24 gallons
Wood Finishing	12 gallons
Specialty	14 gallons
Zinsser Primer	60 gallons
Cleaners	6 gallons
Joint Compound	14 Gallons

*Approximated March 2026

- Grounds Team
 - Storage Area: equipment, tools, and parts storage
 - Tools and fasteners for carpentry and construction activities
 - Equipment storage (chain saws, pressure washers, etc.)
 - Any equipment in need of or in the process of repair (mowers, trimmers, blowers, utility vehicles, inclement weather equipment)
 - Chemical storage
 - One (1) flammable materials cabinet

Contents	Capacity*
Gasoline	10 gallons
Mix gasoline	15 gallons
Mix oil	2 gallons

*Approximated March 2026

- One (1) chemical cabinet

Contents	Capacity*
Motor oil	3 gallons
Antifreeze	3 gallons
Herbicide	1 gallons
Adjuvant	3 gallons
Hydraulic fluid	1 gallon
Pump oil	2 gallon
Cleaners	2 gallons
Lubricants	1.5 gallon
Grease	2 pints
Paint	1 gallon

*Approximated March 2026

- Pallet storage

Contents	Capacity*
Liquid ice melt	200 gallons
Granular ice melt	4 pallets
Fertilizer	50 lbs.

*Approximated March 2026

2.2.1.2 Outdoor storage

- Grounds Team
 - Fenced area south of Warehouse:
 - Landscaping equipment stored in enclosed Conex containers
 - Vehicle storage:
 - Five (5) diesel utility vehicles, one (1) electric cart
 - Front parking area:
 - One (1) fuel truck

Contents	Capacity
Unleaded Fuel	100 gallons
Diesel	100 gallons

- Herbicides Cabinet

Contents	Capacity
Vinagreen Weed Control	55 gallons
Pacific Gro Oceanic Fertilizer	5 gallons

2.2.2 Corporation Yard Material Inventory

2.2.2.1 Covered Storage

- Grounds Team
 - Enclosed storage containers, seven (7):
 - Landscaping equipment
 - Irrigation fittings
 - Mowers and other small equipment
 - Traffic equipment:
 - Barricades, signage, cones
 - Tractor parking (undercover)
 - Wood storage
 - Lumber (undercover)
 - Pallets (not covered)
- Facility Services
 - Universal waste enclosed Conex container:
 - Batteries, sharps, etc.

2.2.2.1 Outdoor Storage

- Grounds Team
 - Material storage:
 - Scrap wood
 - Compost
 - Soil
 - Wood chips
 - Scrap metal
 - Brick, concrete pavers, and stone
 - Concrete weights
 - Large equipment storage:
 - Front end loader
 - 500-gallon liquid ice melt storage tank
 - Field/sports equipment
 - Vehicle parking; two pickup trucks and dump truck
 - Brush/green compost pile (in 35-yard dumpster)

2.3. Exposed Materials and Associated Pollutants

Activities conducted at the facility that have the potential to generate pollution if not managed properly are listed in **Table 2**. Proper management requires utilization of the source control BMPs listed in Section 3.

Table 2. Facility Activities and Associated Pollutants

Pollution-generating Activity / Exposed Materials	Associated Pollutants
Washing and pressure washing of vehicles and equipment	Soaps and detergents, oils and greases, hydrocarbons, suspended solids, metals
Vehicle and equipment parking and storage	Oils & greases, suspended solids, metals
Landscaping and vegetation management	Pesticides and nutrients from fertilizers
Storage of Liquid Materials in Portable Containers	Spills and drips of liquids, or overflowing of storage containers, toxic compounds, oils and greases, metals, and nutrients
Storage of soil, compost, scrap wood, wood chips and other erodible materials	Sediment, suspended solids
Storage of scrap metals	Metals, oils and greases, hydrocarbons
Portable fueling operations	Gasoline or Diesel fuel, metals
Street Deicing	Sand, calcium chloride, magnesium chloride, and sodium acetate

2.4. Spills and Leaks

There have been no significant spills at the Warehouse and Corporation Yard since the facility began operations in July 2020. **Table 3** lists areas around the facility where potential spills/leaks could occur.

The SWPPP Coordinator will retain spill history records for the Facility and maintain a copy of spill records for a minimum of five years. Spill log is provided in **Appendix B**. Records will include all significant spills or leaks of oils or toxic and hazardous pollutants that have occurred at areas either exposed to precipitation or that drain to a stormwater conveyance.

Table 3. Areas Where Potential Spills/Leaks Could Occur

Location	Contained or Potential Discharge Location
Warehouse, Indoor Maintenance & Storage	Contained indoors
Warehouse, Outdoor Parking Lot	Catch basin Stormfilter or Filterra treatment systems
Warehouse, Vehicle Wash Area	Oil water separator, sanitary sewer system
Warehouse, Dumpster Area	Sanitary sewer system
Corporation Yard	Secondary containment, oil water separator, wet vault #4

Section 3. Best Management Practices

Best Management Practices (BMPs) for the facility have been developed from the *KCSPPM* and include the schedule of activities, maintenance procedures, and structural and/or managerial practices that when implemented, help to prevent or reduce the release of pollutants and other adverse impacts to receiving waters. Additional pollution management strategies and guidance were selected from Ecology's 2014 *SWMMWW* to guide how each BMP will be implemented onsite.

There are three general classes of BMPs; operational source control BMPs, structural BMPs, and treatment BMPs. In addition to general BMPs, there are Pollutant Source Specific BMPs that include a combination of operational and structural BMPs that when applied together can reduce or eliminate the potential for stormwater pollution.

The use of operational source control BMPs should always be the first approach to prevent contamination because they are usually sufficient to correct stormwater pollution problems, and most are relatively inexpensive and easy to implement. Structural BMPs, such as constructing new covered shelters to prevent stormwater from coming in contact with potential pollutants, or treatment BMPs may be needed for pollutant generating surfaces to control contaminants.

3.1 Operational Source Control BMP

There are operational BMPs that can be commonly applied to day-to-day activities to prevent contaminants from entering stormwater at their source. Many of these BMPs are common sense and constitute good housekeeping and preventive maintenance practices.

3.1.1 Good Housekeeping

- Promptly contain and clean spills and leaks to prevent the discharge of pollutants.
- Sweep paved material handling and storage areas regularly.
- Inspect all BMPs regularly, particularly after a significant storm.
- Use drip pans or absorbent pads under leaking vehicles and equipment to capture fluids.
- Keep all dumpsters under cover or fit with a lid that must remain closed when not in use.

3.1.2 Preventive Routine Maintenance

- Clean catch basins when the depth of debris reaches 60% of the sump depth. In addition, the Permittee must keep the debris surface at least 6 inches below the outlet pipe.
- Inspect all equipment and vehicles during monthly site inspections for leaking fluids such as oil, antifreeze, etc. Take leaking equipment and vehicles out of service or prevent leaks from spilling on the ground until repaired.

3.1.3 Spill Prevention and Response

A spill can be a one-time event, a continuous leak, or a frequent small leak. All three types of spills must be prevented. Leaks and spills of solid or liquid pollutants including oils, solvents, fuels, and dust from operations should be promptly contained and cleaned up.

- Spill cleanup kits should be available at activity locations where spills may occur.
 - For material storage areas spill kits shall include, at a minimum (BMP C153; SWMMWW):
 - One water resistant nylon bag.
 - Three oil absorbent socks 3" x 4'.
 - Two oil absorbent socks 3" x 10'.
 - Twelve oil absorbent pads 17" x 19".
 - One pair splash resistant goggles.
 - Three pair nitrile gloves.
 - Ten disposable bags with ties.
 - Instructions.
 - Fuel truck should have the following spill clean-up materials readily available (A-48 KCSPPM):
 - Oil absorbents capable of absorbing 15-gallons of fuel.
 - A storm drain plug or cover kit.
 - A non-water containment boom, a minimum of 10 feet in length with a 12-gallon absorbent capacity.
 - A non-metallic shovel.
 - Two five-gallon buckets with lids.
- To reduce the potential for spills and respond to incidents, the following practices have been implemented:
 - Clearly label all containers that contain potential pollutants.
 - Store all chemical liquids, fluids, and petroleum products, on an impervious surface that is surrounded with a containment berm or dike that is capable of containing 10% of the total enclosed tank volume or 110% of the volume contained in the largest tank, whichever is greater.
 - Place drip pans underneath all containers, fittings, and valves where materials are likely to spill or leak during fueling or transfer.
 - Use drip pans and absorbents under or around leaky vehicles and equipment or store indoors where feasible. Drain fluids from equipment and vehicles prior to on-site storage or disposal.
 - Maintain a spill log, **Appendix B**.

- Spill Response Flowchart, Spill Response Plan, and Spill Response posters (**Appendix C**) are posted at the Warehouse and Corporation Yard to guide employees on who to contact and how to respond if a spill occurs.
- Train employees on the safe techniques for handling materials that are used at the facility and encourage them to check for leaks and spills routinely.

3.1.4 Employee Training

Employee training will be conducted upon completion of the SWPPP. The goal of the training will be to reduce or eliminate behaviors and practices that cause or contribute to adverse stormwater impacts. All Maintenance and Grounds Teams personnel are recommended to participate in this initial implementation training to improve their understanding of stormwater impacts and ways to prevent stormwater pollution. Additional training will be provided at an annual refresher course, or as new employees are hired.

Each training will cover the following:

- An overview of what is in the SWPPP.
- Identifying pollutant sources.
- Understanding pollutant control measures (good housekeeping, maintenance requirements, and material management practices).
- Spill control and response procedures.

An employee training log is provided in **Appendix D**.

3.1.5 Visual Inspection Reports

Staff identified in the Pollution Prevention Team (**Table 1**) must complete visual inspection reports for all areas where equipment is maintained or stored; and where material storage is exposed to stormwater to assess how well stormwater BMPs are operating. Complete, routine inspections must occur annually; preferably during the wet season after trees have lost their leaves, to ensure trash, debris, sediment, and/or vegetation is not blocking more than 10 percent of the inlet capacity. It is recommended that additional inspections be performed as appropriate after large storm events (e.g., >1 inch of precipitation in 24 hours or environmental incident that causes contaminant release).

Document and maintain a record of each visual inspection report. Blank form is provided in **Appendix E**.

3.1.6 Recordkeeping

Records of all visual inspections, observations, training, and compliance records will be kept electronically at the FS&CO office, and with the EH&S Manager, for a minimum of five years:

- Spill Response Forms and Log.
- Employee Training Log.
- Visual Inspection Reports.

3.1.7 Eliminate Illicit Discharges

An illicit discharge is any discharge that is not composed entirely of stormwater except discharges pursuant to the NPDES permit (other than the Phase II Permit) and discharges resulting from emergency firefighting activities. If a prohibited discharge is observed, the Pollution Prevention Team shall take immediate action to terminate the discharge. Depending on the nature of the illicit discharge, it may be necessary to report it as a spill; see spill response procedures in **Appendix C**.

Operational Source Control BMPs for Illicit Connections to Storm Drains (*BMP S410, SWMMWW*):

- Eliminate unpermitted wastewater discharges to storm drains, ground water, or surface water.
- Convey unpermitted discharges to a sanitary sewer if allowed by the local sewer authority, or to other approved treatment.
- Obtain appropriate permits for these discharges.

During visual site inspections, look for signs of illicit discharges, especially during dry weather when stormwater isn't discharging from the site. Each site inspection should include:

- Observations made at stormwater discharge locations including presence of floating materials, visible oil sheen, discoloration, turbidity, odor, etc.

3.2. Structural Source Control BMPs

- Store containers in a designated area, which is covered, isolated by berm or dike, paved, and impervious, in order to contain leaks and spills.
- Label all cabinets, storage sheds, etc. containing hazardous wastes with proper hazardous material signage.
- Ensure that all vehicle wash water drains to a collection system that connects to oil water separation and the sanitary sewer system and not to the stormwater drainage system.

3.4. Treatment BMPs

The previously listed operational and structural source control BMPs are designed to prevent the contact of stormwater with pollutants. Contamination of stormwater can still occur despite source control BMPs. The following list of treatment BMPs have been implemented to provide water quality treatment for the increase in Pollution Generating Impervious Surfaces (PGIS) above existing conditions and the proposed site uses. Each of these water quality treatment components are shown in **Figure 2** in **Appendix A** and documented in the facility *Corporation Yard Drainage Report* (Otak, revised August 2019).

- **Oil/water separators:**
 - Undercover vehicle wash area that discharges to the sanitary sewer system.
 - Caged area south of the Warehouse building where vehicles are parked. This area discharges to the Water Quality Vault 4 which is part of a three-stage water quality treatment system consisting of a coalescing plate oil/water separator (CPS), a wet vault (Water Quality Vault 4), and a biofiltration swale facility that discharges to the wetlands.

- **StormFilter System:**
 - Roof drainage from the Warehouse is treated using catch basin filtration (Stormfilter) and connects to the 8-inch storm drain line running on the south side of the Chase House, before the Filterra Biofiltration System described below, and then discharging into North Creek.

- **Filterra Biofiltration System:**
 - Runoff from the area of new and replaced PGIS area from the Warehouse sheet flows to the east and into the concrete valley gutter sloping north following the existing slope of 113th Avenue NE. The new valley gutter flows into a Filterra biofiltration water quality treatment device designed to provide water quality treatment for this new PGIS before discharging into North Creek as part of the Clean Water Storm drain system.

3.3 Pollutant Source Specific BMPs

Some activities like vehicle and equipment cleaning require “Source Specific” BMPs that include a combination of operational and structural BMPs that when applied together can reduce or eliminate the potential for stormwater pollution. “Source Specific” BMPs for the facility have been selected from the *2016 King County Stormwater Pollution Prevention Manual (SPPM)* and are required in addition to the Operational Source Control and Structural BMPs outlined above.

- **BMP Activity Sheets (Appendix F):**
 - A-3: Storage of Liquid Materials in Portable Containers
 - A-4: Outdoor Storage of Soil, Sand, and Other Erodible Materials
 - A-5: Storage of Dry Pesticides and Fertilizers
 - A-13: Vehicle Washing and Steam Cleaning
 - A-18: Vehicle and Equipment Repair and Maintenance

- **Corresponding Information Sheets with more detailed information on specific pollution prevention practices called out in the BMP Activity Sheets (Appendix F):**
 - Catch Basin Inserts
 - Controlling and Collecting Contaminated Runoff
 - Covering
 - Oil-Water Separators
 - Spill Response and Cleanup Plan

Section 4. Monitoring Plan

Stormwater sampling is not required for discharges leaving the Warehouse and Corporation Yard sites; however, visual observations of stormwater effluent is included as part of routine monitoring inspections.