



FRESNO METROPOLITAN FLOOD CONTROL DISTRICT

Capturing stormwater since 1956.

MODEL FACILITY POLLUTION PREVENTION PLAN FOR AUTOMOTIVE SERVICE FACILITIES

The Facility Pollution Prevention Plan Requirement

The Fresno Metropolitan Flood Control District (District) requires high priority industrial and commercial facilities to implement an approved Model Facility Pollution Prevention Plan (FPPP) or its equivalent. Through proper implementation of a Model FPPP, facilities will effectively prohibit non-stormwater runoff and reduce pollutants in stormwater to the maximum extent possible.

The Facility Pollution Prevention Plan

Attached is a template that can be used to complete a FPPP for an Automotive Service Facility.

The FPPP must be updated whenever a change in activities occurs that may significantly affect the discharge of pollutants or when a 'Best Management Practice' (pollution control or prevention method) is added, removed, or modified.

Compliance inspections may be made by City of Fresno, City of Clovis, Fresno Metropolitan Flood Control District, Regional Water Quality Control Board or the Environmental Protection Agency.

Below is discussion of how to complete each section of the template. You can use your own FPPP form, so long as it includes all the elements described in this guide.

Section A: General Nature of the Facility

Describe the general nature of the automotive service facility. Include discussion of the services provided: oil, brake, tire changes etc. Are liquids, such as antifreeze, oil, and other automotive fluids, loaded and unloaded from the facility? If so, describe the handling of these liquids and where they are stored.

Section B: Vicinity Map

Include a map that shows the facility and surrounding area. This map needs to show the nearest storm drain inlet(s). If you are unsure which inlet(s) corresponds to your site, call Fresno Metropolitan Flood Control at (559) 456-3292 and ask for the Operations Department.

Section C: Map of Facility Layout

This map shows and labels all the facility structures, including outdoor storage, loading docks, trash enclosures, parking, and maintenance areas. The facility layout map should show where materials are stored such as automotive fluids and where automotive materials are stored. This map needs to show how stormwater moves offsite (i.e. the direction of surface flow off the property).

Section D: Best Management Practices (BMPs)

Stormwater Best Management Practices are procedures and controls used to minimize contamination and reduce pollutants offsite. Your facility FPPP must list the BMPs you commit to in this section. It is these BMPs that you, as operator, and agency inspectors will look at to determine if the facility is in compliance.



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Section E: Routine Inspections

The facility should be inspected weekly and the inspection results documented and certified by site personnel familiar with the requirements of the FPPP. Any deficiencies noted in an inspection are to be corrected. Inspection forms must be signed and dated. Responsibility for site compliance and proper inspections ultimately rests with the facility owner.

Section F: Certifications and Signatures

The FPPP must include the following certification, signed by the facility owner or their designated representative. Responsibility for compliance with the FPPP ultimately rests with the facility owner.



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FACILITY POLLUTION PREVENTION PLAN: AUTOMOTIVE REPAIR FACILITY

SECTION A: General Nature of the Facility

Name of Facility: _____

Street: _____

City: _____ State _____ Zip Code: _____

Type of Facility: _____ Date Filled Out: _____

Phone: _____ Email: _____

_____ is responsible for maintaining and implementing this FPPP.

Facility Services (Check all features or activities of your site):

Storage:

_____Automotive Fluids (New and Used)

_____Batteries

_____Labeled Containers

_____Underground Storage

_____Used Oil and Filters

_____Tires

_____Fueling/Gas Station

Other _____

Car Maintenance:

_____Brakes

_____Motor Vehicle Air Conditioners

_____Painting

_____Repair/Collision Repair

_____Fluid Changes

_____Tire Changes

Other _____

Waste:

_____Absorbents

_____Parts Cleaning

_____Hazardous Waste (Waste oil)

_____Shop Rags/Towels

_____Waste Water/Wash Water

Other _____



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Describe the Processes and Materials Onsite: _____

SECTION B: Vicinity Map



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SECTION C: Map of Facility Layout



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SECTION D: Best Management Practices Checklist

Automotive Service Facility BMP Checklist			
Automotive Fluid Storage	Applies to Facility? Yes or No	BMP Implemented? Yes or No	Date Implemented?
Store hazardous waste indoors or covered where they can be protected and kept out of the rain.			
Make sure dumpsters, bins, and other waste containers are leak-proof and closed.			
Label all hazardous waste.			
Store hazardous waste, recyclable waste, and non-recyclable waste separately.			
Batteries	Applies to Facility? Yes or No	BMP Implemented? Yes or No	Date Implemented?
Store batteries inside to avoid contact with rain water.			
Use non-toxic cleaning products.			



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<p align="center">Cleaning Auto Parts</p>	<p align="center">Applies to Facility? Yes or No</p>	<p align="center">BMP Implemented? Yes or No</p>	<p align="center">Date Implemented?</p>
<p>Designate specific areas for engine parts and radiator cleaning.</p>			
<p>Scrape parts with a wire brush or a bake oven. If liquids are used, use drip pans, drying racks, and/or drain boards to direct the fluids back into a fluid holding tank or sink.</p>			
<p align="center">Prevention</p>	<p align="center">Applies to Facility? Yes or No</p>	<p align="center">BMP Implemented? Yes or No</p>	<p align="center">Date Implemented?</p>
<p>Conduct regular inspections to make sure equipment works properly and to detect spills and leaks.</p>			
<p>If a vehicle is to be scavenged for parts or kept in storage, immediately drain fluids. Ex. unused gas, transmission and hydraulic oil, brake and radiator fluid</p>			
<p>Implement simple work practices, like using funnels and drip pans, when changing fluids. Minimized the distance between collection and storage areas.</p>			
<p>Avoid working outdoors if possible, especially on porous materials which are absorbent. If work must be done outside, always make sure to use a cover and a drip pan.</p>			
<p>Never pour mop water into parking lot, street, gutter, or storm drain.</p>			
<p>Catch metal filings on a tarpaulin or place a bin under the lathe or grinder.</p>			



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Cleaning spills and leaks	Applies to Facility? Yes or No	BMP Implemented? Yes or No	Date Implemented?
The main method of cleaning spills and leaks is any kind of dry setup (e.g. sweeping, vacuuming, mop and bucket). Avoid hosing down, if necessary only, then make sure to collect wash water for disposal.			
Prepare easy to find spill containment and cleanup kits.			
If spills do reach storm drains, immediately report where it spilled and the type of material.			
Training	Applies to Facility? Yes or No	BMP Implemented? Yes or No	Date Implemented?
All employees must complete training before he/she can start and operators, employees, and workers are responsible to train annually in BMP maintenance and how to properly handle and dispose of hazardous wastes. Training should include preventive maintenance, good housekeeping, proper solid and liquid waste disposal, equipment maintenance and repair, spill response, recycling and BMP maintenance.			
Keeping a clean shop	Applies to Facility? Yes or No	BMP Implemented? Yes or No	Date Implemented?
Develop a spill prevention and response plan. Review operations and procedures to make sure everyone can understand and perform them.			
Use rags, dry absorbent material and/or wet/dry vacuum clean for midsize spills, and completely block or shut off floor drains for large spills. Sweep and/or damply mop work areas.			
Always make sure to clean litter and debris lying around.			



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SECTION E: Routine Inspections

Date of Inspection	Person in charge of inspecting the facility	Were there any problems observed during inspection?	If yes, what actions were taken to correct the problem(s) found.
		Yes / No	
		Yes / No	
		Yes / No	
		Yes / No	
		Yes / No	
		Yes / No	
		Yes / No	
		Yes / No	
		Yes / No	
		Yes / No	
		Yes / No	
		Yes / No	
		Yes / No	
		Yes / No	



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SECTION F: Certifications and Signatures

The FPPP must include the following certification, signed by the facility owner or their designated representative. Responsibility for compliance with the SWPPP ultimately rests with the facility owner.

“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 ensure 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.”

Signature

Print Name

Title

Date