

## Best Management Practices (BMPs)

### Good Housekeeping

- **DO NOT** use a hose or pressure washing system to clean outdoor surfaces. Instead, try a dry cleanup method. Use mops, brooms or wire brushes to clean dumpsters, trash enclosures, sidewalks, driveways, pavement, etc.
- Clean equipment, floor mats, filters, trash cans in a mop sink, wash rack or floor drain that is connected to the sewer system. **DO NOT** wash them or pour wash water into the parking lot, alley, sidewalk or street.

### Waste Management

- **Keep dumpster lids closed** to prevent rain water from entering. Never place liquid waste, leaky garbage bags and hazardous waste in the dumpster or trash bin.
- **Area around dumpster should be kept clean** to avoid accumulation of trash. If you generate more trash than your dumpster can accommodate, please contact your hauler and increase the frequency of pick up or add another dumpster. Recycling may reduce the amount of waste you throw away.
- **Contact your hauler** to replace any dumpsters that are damaged or leaking.

### Materials Storage & Handling

- **Whenever possible, store materials indoors or under covered areas** not exposed to rain, with spill containment. If materials must be stored outdoors without cover, materials should be placed on pallets and covered with tarps. Materials must be protected from rain.
- **Store liquids, hazardous waste and other chemicals** in a designated area with secondary containment.

### Spill Management

- **Use brooms and absorbent** (such as kitty litter) to clean up small, manageable spills. Have spill containment and cleanup kits available on site.
- **Write and keep current a spill response plan.** Be sure that all employees are aware of the plan and capable of implementing.

### Vehicle Washing & Cleaning

- **Wash vehicles where wash water can soak into grass, gravel or be diverted into a landscaped area, away from the street and storm drains.**
- **Whenever possible, wash vehicles in a wash rack that is connected to the sanitary sewer system or take vehicles to a commercial car wash.**

### Employee Training

- **Discuss and distribute information on storm water pollution prevention during employee training or staff meetings.**
- **Post good housekeeping tips and reminders on employee bulleting boards.**
- **Inform subcontractors about storm water pollution prevention requirements and their responsibility.**

**The City of Highland looks forward to working with you to help keep our waterways clean.**

**For more information or assistance, please call 909-864-6861 ext. 271**

**Provided by the Public Services Division**



## City of Highland Storm Water Pollution Prevention Program Commercial & Industrial Businesses



**City of Highland  
27215 Baseline Street  
Highland, CA 92346**

**Phone: 909-864-6861  
Fax: 909-862-3180**

**BMPs add up to a pollution solution!**

### ► **What can a business do before the inspection to be in compliance?**

There are many steps a business can take to be in compliance. You can implement Best Management Practices (BMPs) with little to no cost to help prevent pollutants and other hazardous materials from leaving your site. Remember, what comes off your site is your responsibility. See BMP's section.

### ► **What can a business expect when inspected by the city?**

The site inspection will include a meeting with the business representative, a walk-through of the facility, evaluation of current Best Management Practices and recommendation for additional measures that may be required to comply with the MS4 permit and the City's Storm Water ordinance.

### ► **What will happen if I do not comply with the inspector's recommendations?**

The city is mandated by the State to establish sanctions for non-compliance. Sanctions may include:

- Verbal or written warning
- Notice of Violation
- Administrative Citation
- Stop Work Order
- Imposition of monetary penalties or criminal prosecution (infraction or misdemeanor)

### ► **How often will a business be inspected?**

Based on the business type and prioritization, a business has the potential to be inspected annually, twice in a five year period or once every five years. If you are interested in your inspection frequency, please contact the Public Services Division.

### ► **Runoff from my business goes to a storm drain inlet in my parking lot or flows to the street. Doesn't this runoff eventually get treated?**

The water that drains down the sink or toilet goes to the sanitary sewer system and is treated at a sewer treatment plant. Stormwater and non-stormwater runoff from parking lots and landscaped areas that enter storm drains, go **UNTREATED** and flow directly into our creeks and eventually the ocean.

### ► **Will the City charge a fee for these inspections?**

Yes, the State of California does not provide any funding to the City of Highland for these mandatory inspections, therefore the City is required to charge a fee to recover it's costs. If the city ignores the State mandate it will be subject to fines of up to \$10,000 per day. The city has adopted fees for commercial and industrial businesses. This fee will be charged at the time of your inspection.

### ► **The City of San Bernardino Municipal Water District already comes to my business and performs a water quality compliance inspection. Does this mean I will not be inspected by the city?**

No, the City of San Bernardino Municipal Water District is inspecting your grease trap/ interceptors only. The City of Highland does not consider this a complete stormwater compliance inspection. Keep in mind that the City of Highland stormwater compliance inspector is not a health inspector. The SB County Department of Environmental Health Services will perform a health inspection. As a restaurant owner, you have the potential to be inspected three times, by three different entities on three different occasions.

In order to comply with the Municipal Separate Storm Sewer System (MS4) National Pollutant Discharge Elimination System (NPDES) Permit for the Santa Ana River Watershed Region issued by the Santa Ana Regional Water Quality Control Board for the State of California, the City of Highland is **MANDATED** to perform storm water and non-storm water compliance inspections of local businesses to ensure businesses are complying with the MS4 Permit and the city's storm water ordinance. The City of Highland Public Services Division has developed an inventory of all existing commercial and industrial businesses and have prioritized them according to the type of business and potential threat to water quality. Based on this prioritization, the City will be conducting storm water compliance inspections of all industrial and most commercial facilities within the City. In most cases stormwater compliance inspections could occur at any time, they are not scheduled in advance.