Part III.A.3

Town of Palm Beach MS4 NPDES Program
Litter Control Program

The Town of Palm Beach does not have a formal litter control program in effect at this time. The Town has an inclusive street sweeping program which is documented within the SOPs. The majority of the rights of way within the Town extend only to the edge of pavement. Areas adjacent to the rights of way are maintained by adjacent property owners. Due to the nature and extent of private property maintenance there is no evidence to suggest that a litter control program by the Town would be cost effective or beneficial as a method of reducing pollutant discharges from the MS4.

Part III.A.3

Town of Palm Beach MS4 NPDES Program
Street Sweeping Program

The Street Sweeping Program for the Town of Palm Beach consists of:

- 1,400 roadway miles of litter collection along public streets, roadways, and rights-of-way within our jurisdiction. A map of litter collection areas maintained by the Town of Palm Beach is attached.

- The frequency of our Street Sweeping program is attached.

- Documentation of volume of litter collected is maintained by the Records Manager/Data Analyst by date and is summarized for reporting each year.

- All street sweeping collection is properly disposed of in accordance with DEP's "Guidance For The Management Of Street Sweepings, Catch Basin Sediments and Stormwater System Sediments."

- An estimate of the total phosphorus and total nitrogen collected by the street sweeping is performed based on the Florida Stormwater Association's determinations of street sweeping removal rates project.

Part III.A.3

Town of Palm Beach MS4 NPDES Program
Vehicle Maintenance And Equipment
Yard Practices And Inspections

The Town owned vehicle maintenance facility is not located within the MS4. The facility is located within the City of West Palm Beach. The following are the SOP in effect.

General Housekeeping:

Spill Prevention Control and Countermeasure (SPCC) Plan up-to-date, and implemented.

Adequate supplies of spill cleanup materials are readily available and accessible.

Work area are kept clean and orderly.

Leaks and drips are spot cleaned routinely. Leaks are not cleaned up until the absorbent is picked up and disposed of properly.

Leaks, drips, and other spills are cleaned with as little water as possible. Rags are used for small spills, a damp mop for general cleanup, and dry absorbent material for larger spills.

The following three-step method is used for cleaning floors:

- Clean spills with rags or other absorbent materials
- Sweep floor using dry absorbent material
- Mop the floor. Mop water may be discharged to the sanitary sewer via a toilet or sink.

Sweep the maintenance area weekly, if it is paved, to collect loose particles. Do not hose down the area to a storm drain.

Report leaking vehicles to fleet maintenance.

Vehicle/Equipment Fueling:

Vehicle refueling is not done on-site.

Vehicle/Equipment Washing:

Off-site washing and cleaning facilities are used for vehicle cleaning.

Vehicle/Equipment Repair:

- Vehicle maintenance and repair activities are located indoors.
- If temporary work is being conducted outside, a tarp, ground cloth, or drip pans beneath the vehicle or equipment is used to capture all spills and drips.
- Designate a special area to drain and replace motor oil, coolant, and other fluids. This area should not have any connections to the storm drain or the sanitary sewer and should allow for easy clean up of drips and spills.
- Drain all fluids from wrecked vehicles immediately. Ensure that the drain pan or drip pan is large enough to contain drained fluids (e.g. larger pans are needed to contain antifreeze, which may gush from some vehicles).
- Do not pour liquid waste to floor drains, sinks, outdoor storm drain inlets, or other storm drains or sewer connections.
- Dispose of all waste materials according to applicable laws and regulations.
- Collect leaking or dripping fluids in drip pans or containers. Fluids are easier to recycle if kept separate. Promptly transfer used fluids to the proper waste or recycling drums and store in an appropriately designed area that can contain spills. Don’t leave drip pans or other open containers lying around.
- Do not dispose of oil filters in trash cans or dumpsters, which may leak oil and contaminate stormwater. Place the oil filter in a funnel over a waste oil recycling drum to drain excess oil before disposal. Most municipalities prohibit or discourage disposal of these items in solid waste facilities. Oil filters can also be recycled. Ask your oil supplier or recycler about recycling oil filters.
- Avoid hosing down your work areas. If work areas are washed, collect and direct wash water to sanitary sewer.

Storage:

- Materials and wastes are stored under cover or within covered containers.

- Raise the containers off the ground by use of pallet or similar method, with provisions for spill control and secondary containment.

- Use covered dumpsters for waste product containers.

- Contain the material in such a manner that if the container leaks or spills, the contents will not discharge, flow, or be washed into the storm drainage system, surface waters or groundwater.

- Store cracked and/or dead batteries in a non-leaking covered secondary container and dispose of properly at recycling or household hazardous waste facilities. Batteries are processed through central stores.

- Try to keep chemicals in their original containers, and keep them well labeled.

- Store idle equipment containing fluids under cover.

Inspections:

The attached form is used for the inspection of the Town of Palm Beach Equipment Yard/Vehicle Maintenance Facility on a monthly basis.

Equipment Yard/Maintenance Shop Inspection Form

Facility: Public Works **Date of Inspection:** _____

Address: 951 Okeechobee Road, West Palm Beach

If site discharges to MS4, provide: Latitude/Longitude of discharge point:

City of West Palm Beach MS4 System

and receiving water body: Pine Lake in the C-51 Basin.

YES	*NO*	*N/A*	
☐	☐	☐	Materials/chemicals are stored, handled, and discarded in a manner to reduce the potential risk of spills entering the MS4
☐	☐	☐	A spill kit is on site
☐	☐	☐	Outfalls, inlets, and outlets of stormwater treatment systems are free of debris/pollutants
☐	☐	☐	Storage tanks are clearly marked, properly contained, and protected from potential damage
☐	☐	☐	Loading, unloading, and transfer areas are neat and free of spills/ debris/pollutants
☐	☐	☐	Vehicle maintenance areas are properly maintained and draining to the treatment system or sanitary sewer line

☐ ☐ ☐ Outdoor manufacturing areas are properly maintained and free of spills or debris

☐ ☐ ☐ Outdoor stockpile/material handling areas are properly maintained and the materials are properly contained (i.e., no potential to leak or leach pollutants.)

☐ ☐ ☐ Trash and debris areas are conspicuous and properly protected from stormwater runoff.

☐ ☐ ☐ Fueling stations are free of petroleum product spills/leaks

☐ ☐ ☐ Vehicle wash and rinse areas are draining to the treatment system or sanitary sewer line

☐ ☐ ☐ The site was free of any visual indication of potential illicit connection/illicit discharge to the MS4. If no, note type of indication:

Odor ☐ Color ☐ Foam ☐ Sheen ☐ Surface Scum ☐ Solids ☐ Turbidity ☐

Roadway Maintenance Practices

To Reduce Pollutants

Roadway repairs and maintenance may take place anywhere throughout the Town's jurisdictional area, and is conducted on an as-needed basis.

Major repair work is typically done as a construction project by a contractor. These projects most often required a Notice of Intent under the State's Generic Construction Permit, which requires a Stormwater Pollution Protection Plan. Routine inspections are done as part of the construction site inspection program.

Minor repairs, completed by municipal staff, are performed using the following practices:

- Painting, striping, marking, and asphalt and concrete cutting or repair activities are done in dry weather.
- Nearby storm drain inlets are protected by covers, straw bales, sand bags, filter fabric or plastic to reduce the possible entry of wastes, dusts, overspray and/or slurry.
- All waste and debris remaining after the work is swept up and removed.
- Water use is minimized when saw cutting concrete. The waste slurry is allowed to dry and then swept up or a wet vacuum is used to pick up the waste slurry during or immediately after cutting.
- Maintenance supplies (e.g., cement bags, sealants and tars) are stored under cover and away from drainage areas.
- Waste, scraps, rust and paint from any sandblasting or painting projects is collected and disposed of properly.