



## **Stormwater Pollution Prevention Plan**

**for**

US Coast Guard Sector San Juan  
5 Calle La Puntilla  
San Juan, Puerto Rico 00901

**SWPPP Preparation Date**

September 2009

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**Plan Certification/Record of Revisions..... iii**

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**STORMWATER POLLUTION PREVENTION PLAN  
MANAGEMENT APPROVAL**

The Commander, Sector San Juan is committed to the prevention of discharges of oil to navigable waters and the environment, and maintains high standards for spill prevention, control and countermeasure through regular review, updating, and implementation of this Stormwater Pollution Prevention Plan (SWPPP).

I have reviewed the recommendations for regulatory compliance as presented in this SWPPP. By virtue of my office, I have authority to approve this document on behalf of Sector San Juan and to commit the necessary resources to implement the required improvements to comply with existing applicable Federal and Commonwealth of Puerto Rico laws. 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.

Authorized Facility Representative: \_\_\_\_\_

Title: Commander, Sector San Juan

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



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## ACRONYMS

AST	Aboveground storage tank
ATON	Aids-to-Navigation
BMPs	Best Management Practices
CERCLA	Comprehensive Environmental Response, Compensation and Liability Act
CFR	Code of Federal Regulations
CRRT	Caribbean Regional Response Team
CRCP	Caribbean Regional Contingency Plan
CWA	Clean Water Act
DMRs	Discharge Monitoring Reports
DoD	Department of Defense
DRMO	Defense Reutilization and Marketing Office
DW	Double-walled
eNOI	electronic Notice of Intent
EPA	U.S. Environmental Protection Agency
EPS	Environmental Protection Specialist
EQB	(Puerto Rico) Environmental Quality Board
ESD	Electronics Support Detachment
gal	gallon
HAZMAT	Hazardous materials
HL	High-level alarm
HMIS	Hazardous Materials Identification System
HWMP	Hazardous Waste Management Plan
IC	Incident Commander
ICS	Incident Command System
I&I	Inflow and infiltration
LL	Low-level alarm
MAT	Maintenance Assist Team
mg/L	milligrams per liter
MS4	municipal separate storm sewer system
MSGP	Multi-Sector General Permit
NFPA	National Fire Protection Association
NOI	Notice of Intent
NOT	Notice of Termination
NPDES	National Pollutant Discharge Elimination System
POLs	Petroleum, oils, and lubricants
PRIM	Planning, Readiness and Incident Management
PVC	Polyvinyl chloride
RQ	Reportable quantity
SOP	Standard Operating Procedure
SPCC	Spill Prevention, Control, and Countermeasure
SSJ	Sector San Juan
SW	Single-walled
SWPPP	Stormwater Pollution Prevention Plan

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SWPPT	Stormwater Pollution Prevention Team
UPH	Unaccompanied Personnel Housing
USCG	United States Coast Guard
USDOT	U.S. Department of Transportation
UST	Underground storage tank

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## GENERAL SITE INFORMATION

**Name of Site:** Sector San Juan  
**Site Address:** 5 La Puntilla Final  
San Juan, Puerto Rico 00901  
**Owner:** U.S. Coast Guard  
**Site Operator:** USCG Sector San Juan  
**Site Contact:** Engineering Officer **Phone No.:** 787-360-1101  
**Site Contact:** Environmental Protection Specialist **Phone No.:** 787-300-7113

**Standard Industrial Classification (SIC) Code:** 926120

**North American Industry Classification System (NAICS) Code:** 92811

**NPDES Permit & No.:** Multi-Sector General Permit for Stormwater Discharges Associated with Industrial Activities, Permit No. PRR050000

**Permit Effective Dates:** September 29, 2008 – September 29, 2013

## Summary of Stormwater Discharges Associated with Industrial Activity

Outfall	Description	Building(s)*	Location/Land Use	Type of Discharge	Receiving Water
001	Manhole structure; part of City of San Juan storm sewer system	128, 127	Northwest section of property; housing, galley and parking; emergency generators	Stormwater	San Juan Bay → Atlantic Ocean
002	12-inch diameter polyvinyl chloride (PVC)-lined concrete	126 and adjacent parking areas	Western section of property; Administration and parking areas	Stormwater	San Juan Bay → Atlantic Ocean
003	12-inch diameter PVC-lined concrete	124, 125 and adjacent parking areas	West-central portion of property; Medical and dental clinics, parking areas	Stormwater	San Juan Bay → Atlantic Ocean
004	Open trench and overland flow along with directed flow to 8-inch diameter PVC-lined concrete	122, 121, 120, 119, 118, 117, 116, 111, 110, 109, 107, 106, 105	Southwestern portion of base; fire pump house, Captain's housing, supply depot, Exchange, main industrial area, including shops, hazardous waste and hazardous material storage, aboveground storage tanks for gasoline and diesel fuel, helipad and parking and driving areas	Stormwater	San Juan Bay → Atlantic Ocean
005	Trench drain and piers discharge	104, 103, 102, 101, 100	Piers, docks, roof drains, cutters, tank farm, fire pump house, parking areas	Stormwater	San Juan Bay → Atlantic Ocean

\* Not all buildings listed have industrial activities, but they are listed on this table as they appear to be within drainage area of the specified outfall, and may have roof drains and/or affiliated parking areas that contribute stormwater discharge.

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## 1.1 INTRODUCTION

To help protect the quality of the waters of the United States, the federal Clean Water Act (CWA) mandates that point sources of industrial stormwater and wastewater discharges be permitted under the National Pollutant Discharge Elimination System (NPDES). The NPDES permit program in Puerto Rico is administered by Region 2 of the U.S. Environmental Protection Agency (EPA). Stormwater discharges from industrial activities at United States Coast Guard (USCG) Sector San Juan are covered by the EPA NPDES Multi-Sector General Permit (MSGP) for Stormwater Discharges Associated with Industrial Activity (Permit No. PRR050000). Specifically, the activities are covered under *Sector Q – Water Transportation Facilities with Vehicle Maintenance Shops and/or Equipment Cleaning Operations* and *Sector R – Ship and Boat Building and Repair Yards* of the MSGP.

A copy of portions of the MSGP is included in Appendix A. This permit requires the development and implementation of a site-specific Stormwater Pollution Prevention Plan (SWPPP) for the industrial activities covered under the MSGP.

This SWPPP focuses on the following industrial areas located at the Sector San Juan:

1. Galley and Unaccompanied Personnel Housing at Buildings 127 and 128 (Outfall 001)
2. Building Administration and parking areas at Building 126 and parking between Buildings 127 and 126 (Outfall 002)
3. Medical and Dental Buildings 124 and 125 (Outfall 003)
4. Main Industrial Area, including facilities maintenance, motor pool and mechanic shop at Building 107; hazardous material and hazardous waste storage at Building 111; unleaded gasoline tank and waste storage near helipad, and portable used oil and diesel fuel tanks at Building 110 (Outfall 004)
5. Piers, including cutters, boat maintenance, and tank farm, as well as Buildings 100 and 101 with roof drains and adjacent parking areas to east (Outfall 005)

## 1.2 SWPPP OBJECTIVES

It is the Sector San Juan's goal to comply with the requirements of the MSGP to minimize or reduce the discharge of pollutants in stormwater discharges from their facilities. The objective of this SWPPP is to identify potential pollutant sources at the above-mentioned Sector San Juan industrial areas and to describe stormwater management measures and controls, commonly termed best management practices (BMPs), to minimize or reduce the discharge of pollutants in stormwater.

The plan has the following key elements:

- Description of the industrial areas and activities that take place that may be exposed to stormwater (Chapter 2.0).
- Description of the potential stormwater pollutant sources at each industrial area (Chapter 3.0).

- Description of current and proposed stormwater management controls at each industrial area, inspections and documentation (Chapter 4.0)
- SWPPP evaluation, revision, and recordkeeping requirements (Chapter 5.0)
- Employee training requirements (Chapter 6.0).
- Additional requirements for MSGP compliance (Chapter 7.0).

This SWPPP has been developed in accordance with the NPDES MSGP. Sector San Juan will implement the provisions of the SWPPP required as a condition of the Permit. Copies of this SWPPP will be available for review at all times in the Logistics – Engineering (Facilities) offices.

### **1.3 COMPARISON TO OTHER PLANS**

The following documents provide useful information for spill prevention and response and are incorporated in this SWPPP by reference, where appropriate:

- **Spill Prevention Control and Countermeasure (SPCC) plan:** The SPCC was prepared for the storage tanks at Sector San Juan in accordance with the requirements set forth in Title 40 of the Code of Federal Regulations Part 112 (40 CFR 112), the Department of Defense (DoD) Directive 5030.41, and the requirements of Commonwealth of Puerto Rico aboveground storage tank regulations (adopted Federal regulations). The objective of the SPCC plan is to reduce the likelihood of the release of oil products to the environment and to describe procedures for responding to an oil release in the event of an accident. Preventive maintenance, spill prevention and response, inspections, and training, associated with the storage tanks are consistent between this plan and the SPCC plan.
- **Caribbean Regional Response Team (CRRT) Operations Manual and Caribbean Regional Contingency Plan (CRCP):** These have been developed by the CCRT to insure the coordination of a timely, effective response by Federal and local agencies to an oil or hazardous substance incident. These plans provide for efficient, coordinated, and effective response to accidental releases of petroleum, oil, and lubricants (POLs), hazardous materials, and hazardous wastes that are stored or handled at the base in quantities that could potentially cause substantial harm to the environment. The main response strategy is to secure the source, contain the spill, and recover any free-floating oil with skimmers and sorbents.
- **Hazardous Waste Management Plan (HWMP):** The HWMP plan provides storage, management, and spill prevention and response procedures for hazardous wastes generated at Sector San Juan.

### **1.4 STORMWATER POLLUTION PREVENTION TEAM**

The Stormwater Pollution Prevention Team (SWPPT) is responsible for developing, implementing, maintaining and revising this SWPPP. The SWPPT Chair is the unit's assigned

Environmental Protection Specialist (EPS). The SWPPT Chair will be responsible for ensuring that the inspections and maintenance activities required by the SWPPP are carried out. The EPS will also be responsible for maintaining and updating the written SWPPP, as appropriate, and identifying other pollution prevention personnel who will assist with the implementation and maintenance of the SWPPP.

Each member of the SWPPT is familiar with the management and operations of the industrial areas at the Sector San Juan site. Their role is to control, reduce or eliminate the pollutants in the storm sewer system, maintaining control measures and taking corrective actions where required. Table 1 lists the members of the team as of September 2009, and identifies their primary responsibilities for SWPPP implementation and compliance. This Table will be updated as needed; as personnel are rotated out of the positions, their direct replacement will take the position on the SWPPT and assume the associated responsibilities and authority.

**Table 1: Stormwater Pollution Prevention Team**

Position of Committee Member	Department / Unit	Office Phone Number	Signatory Authority	Conduct Employee Training	Record Keeping	Implement BMPs	Routine Visual Inspection	Annual Inspection	Revise SWPPP
Engineering Officer	Engineering	787-729-2313	✓						
Environmental Protection Specialist	SWPPT Chair	787-729-4307		✓		✓	✓	✓	✓
Shop Safety Petty Officer	Prevention	787-729-2379			✓	✓	✓		
Shop Safety Petty Officer	Response	787-729-2088			✓	✓	✓		
Shop Safety Petty Officer	Logistics	787-729-4306			✓	✓	✓		
Shop Safety Petty Officer	Medical	787-729-2304			✓	✓	✓		
Shop Safety Petty Officer	Planning, Readiness and Incident Management (PRIM)	787-289-2096			✓	✓	✓		
Shop Safety Petty Officer	Intel	787-729-5368			✓	✓	✓		
Shop Safety Petty Officer	Communications Center	787-729-2041			✓	✓	✓		

# SECTION ONE

## General Information

Position of Committee Member	Department / Unit	Office Phone Number	Signatory Authority	Conduct Employee Training	Record Keeping	Implement BMPs	Routine Visual Inspection	Annual Inspection	Revise SWPPP
Shop Safety Petty Officer	Aids-to-Navigation (ATON)	787-729-2348			✓	✓	✓		
Shop Safety Petty Officer	San Juan Station	787-729-2351			✓	✓	✓		
Shop Safety Petty Officer	Maintenance Assist Team (MAT)	787-729-4373 Ext. 4373			✓	✓	✓		
Shop Safety Petty Officer	Electronics Support Detachment (ESD)	787-729-4354			✓	✓	✓		

**2.1 LOCATION AND PHYSICAL SETTING**

Sector San Juan is located in San Juan, Puerto Rico, on the northern coast of the island. It is in the peninsula, known as La Puntilla, which lies southwest of Old San Juan. The site includes industrial activities areas comprising 14.76 acres. The Base has a large waterfront area with several docks and is located on the shore of San Juan, giving the facility access to the Atlantic Ocean. The primary missions of Base San Juan are search and rescue, maritime law enforcement, marine pollution response, fire and safety testing, reserve training, servicing of aids to navigation, and marine safety at sea.

Sector San Juan is bordered by San Juan Bay along the entire west, south and part of the eastern boundary of the facility. The city of Old San Juan lies immediately to the north and the northeastern boundary. This site is relatively flat throughout and has an elevation approximate 5.5 feet above mean sea level. The groundwater table elevation in the vicinity of the waterfront ranges between 4 to 5 feet below ground elevation. The station lies within the 100-year floodplain.

A topographic map showing the location of the Sector San Juan and nearby surface water bodies is provided as Figure 1 in Appendix B. Site maps of the industrial areas are also provided in Appendix B.

The following industrial areas are located at the Sector San Juan; buildings not having industrial operations are not listed:

**Table 2: Industrial Areas and Industrial Activity**

<b>Building #/ Location</b>	<b>Industrial Activity</b>	<b>Potential Pollutants</b>
101 Vessel Support  Maintenance Assist Team (MAT)  Electronics Support Detachment (ESD)	Soldering , electronics repair  Parts washer and blast box (neither currently in service)	Used oil, lubricants, lead solder  Solvent, grit and dust
102 Fire Pump House	250 gallon aboveground storage tank (AST)	Diesel fuel
103 Aids to Navigation (ATON )  Station San Juan	Battery charging and storage  Station Boat Maintenance, Vessel/cutters wash down and cleaning, vessels/cutters engine maintenance	Gasoline, anti-freeze, turbine oil, diesel, hydraulic fluid, used oil, hydraulic oil, lube oil, paint, thinners and solvents
104 Armory Building	Occasional weapons cleaning	oily rags
106 Electrical Shop	Paint lockers Scrap metal storage outside of building	battery acid, paint and thinners

<b>Building #/ Location</b>	<b>Industrial Activity</b>	<b>Potential Pollutants</b>
107 Facilities Maintenance Motor Pool Mechanic Shop	Tire changes, minor vehicle maintenance Hazardous materials storage in lockers Occasional vehicle washing outside of building	lube oil, used oil, oil-contaminated sorbents, battery acid
109 Carpenter Shop	Woodworking and construction, sanding and painting	Dust, wood and wood products, paint, thinners and solvents
110 A/C Shop Maintenance Shop	Repair and refilling of refrigeration units and repair of other equipment Emergency generator with diesel tank	Freon, oil, used oil, battery acid
111 Hazardous Material and Waste Storage	Hazardous waste storage area Storage of recyclable materials, tires, fluorescent lamps Portable diesel fuel oil tanks	Paints, thinners and solvents, oils, batteries, dust and debris
117 Supply Depot	Receiving area for equipment and supplies for use on the installation	Batteries, dust and debris
122 Fire Pump House	250-gallon AST	Diesel fuel
124 and 125 Dental and Medical	Medical and dental services for personnel	Bio-wastes, sharps, amalgam
127 Galley Dining	Preparation of 3 meals daily Grease trap Emergency generator with diesel AST	Grease, food waste, other solid and liquid wastes Diesel fuel
128 Unaccompanied Personnel Housing (UPH)	Housing and parking for on-base occupants Potential for vehicle washing and minor personal vehicle maintenance on parking lot Emergency generator with diesel AST	Food waste, other solid and liquid wastes Oil, detergents Diesel fuel
Gasoline Storage Area	5,000-gallon AST Satellite accumulation for contaminated gasoline	Gasoline, oil
Pier Tank Farm	2 diesel fuel ASTs at 12,000-gallons each 5,000-gallon used oil tank 500-gallon diesel fuel tank	Diesel fuel, oil
Piers Cutters and boats	Operations and Maintenance, such as: <ul style="list-style-type: none"> <li>• Pressure washing</li> <li>• Drydock operations and maintenance</li> <li>• Engine maintenance and repairs</li> <li>• Fuel transfer/storage/disposal operations</li> <li>• Process and sanitary</li> </ul>	Paint, paint solids, metals, debris, abrasives, dust, spent solvents, oil, ethylene glycol/coolant, detergents, batteries, fuel, bilge water Organic material, bacteria, suspended solids, oil, fuel, trash

**2.2 STORMWATER DRAINAGE**

Figure 2 in Appendix B shows stormwater flow directions and site drainage features including stormwater collection points (open and trench drains). Some of the stormwater runoff from the

Sector San Juan's industrial areas is collected by a subsurface stormwater drainage system. A portion of the storm sewer system at the northwestern part of the installation is part of the San Juan municipal system.

Additionally, stormwater flows over pavement and grounds from all property boundaries. Land is gently sloped, allowing stormwater runoff from the base into San Juan Harbor. Any spilled fuel or oil could drain towards the harbor. An open stormwater drainage trench that runs near the Captain's quarters joins with other stormwater and daylights to the beach near the helipad.

Figure 4 indicates locations of potential exposures to chemicals and petroleum materials, based upon their presence in the areas identified, as well as the paved surfaces at the installation. The areas where chemicals or petroleum materials are used or stored are paved with either asphalt or concrete, or are within the confines of buildings having concrete floors. The area surrounding the paved helipad is vegetated with grass; other areas on the southwestern portion of the facility area sandy, with some volunteer vegetation.

Documentation of the stormwater system is not available for the majority of the installation. Information presented in this SWPPP and illustrated on Figure 2 is compiled from municipal records, site observations and personnel interviews.

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**3.1 INVENTORY OF SIGNIFICANT MATERIALS AND POTENTIAL POLLUTANT SOURCES**

The locations of storage tanks, with their capacities, as well as the location of the primary hazardous material and hazardous waste storage area, are shown on Figure 3. Table 3 provides a description of the activities or materials determined to be potential sources of stormwater pollution at the facility and the source of the potential exposure. This table also describes existing material management practices for reducing the potential discharge of pollutants in stormwater. These locations are also identified on Figure 4 in Appendix B. An inventory of chemical products used and stored at the facility is provided as Appendix C.

**Table 3: Potential Pollutant Sources and Existing Management Practices**

Description of Exposed Material, Activity or Potential Source (Location on Figure 4)	Source of the Potential Exposure	Potential Pollutants	Description of Existing Management Controls
Tank Farm (1) <ul style="list-style-type: none"> <li>• 2 diesel fuel ASTs at 12,000-gal each</li> <li>• 5,000-gal used oil tank</li> </ul>	Spill potential during tank loading or unloading (used oil), or from failure of tank or tank components	Diesel fuel Used oil	<p><b>Structural Controls:</b> Tanks have integral secondary containment systems (EcoVault double wall steel) and are located within a containment area.</p> <p><b>Non-Structural Controls:</b> Regular inspections; gauging tank before filling; placing drip pans under hose connections during filling, monitoring contractor loading or unloading operations.</p>
Diesel fuel tanks for fire pumps (2) <ul style="list-style-type: none"> <li>• 2 ASTs at 250-gal each</li> </ul>	Spill potential during fuel transfer, or from failure of tank or tank components	Diesel fuel	<p><b>Structural Controls:</b> Tanks are installed within buildings.</p> <p><b>Non-Structural Controls:</b> Regular inspections; gauging tank before filling; placing drip pans under hose connections during filling, monitoring contractor loading operations.</p>
Emergency generators with diesel fuel tanks (3) <ul style="list-style-type: none"> <li>• 2 ASTs at 500-gal each</li> <li>• 350-gal AST</li> <li>• 120-gal AST</li> </ul>	Spill potential during fuel transfer, or from failure of tank or tank components	Diesel fuel	<p><b>Structural Controls:</b> Tanks are double walled.</p> <p><b>Non-Structural Controls:</b> Regular inspections; gauging tank before filling; placing drip pans under hose connections during filling, monitoring contractor loading operations.</p>
Portable tanks (4) <ul style="list-style-type: none"> <li>• 400-gal used oil AST (to be replaced with a 500-gal AST)</li> <li>• 120-gal diesel AST</li> </ul>	Spill potential during material transfer, or from failure of tank	Used oil Diesel fuel	<p><b>Structural Controls:</b> None</p> <p><b>Non-Structural Controls:</b> Regular inspections; filling inside containment area or within a building, monitoring loading operations</p>

# SECTION THREE

## Description of Potential Pollution Sources

Description of Exposed Material, Activity or Potential Source (Location on Figure 4)	Source of the Potential Exposure	Potential Pollutants	Description of Existing Management Controls
Gasoline tanks (5) <ul style="list-style-type: none"> <li>• 1,000-gal AST</li> <li>• 5,000-gal AST</li> </ul>	Spill potential during fuel transfer, or from failure of tank or tank components	Gasoline	<p><b>Structural Controls:</b> Tanks are ConVault double wall steel and EcoVault double wall steel, respectively</p> <p><b>Non-Structural Controls:</b> Regular inspections; gauging tank before filling; placing drip pans under hose connections during filling, monitoring contractor loading operations.</p>
Solid Waste Dumpsters (6)	Stormwater contact with contents of uncovered / overflowing dumpster could leach from container if not water-tight.	Metals, Oils, and Grease	<p><b>Structural Controls:</b> Covered dumpsters</p> <p><b>Non-Structural Controls:</b> Material collected by contractor regularly for offsite disposal.</p>
Heavy Equipment and Vehicle Parking (7)	Runoff may convey pollutants due to leaks on pavement or oily surfaces from vehicles and equipment stored outdoors	Oil, Grease, and Vehicle Fluids	<p><b>Structural Controls:</b> None</p> <p><b>Non-Structural Controls:</b> Preventive maintenance; use of drip pans and absorbent material if necessary.</p>
Limited Vehicle Maintenance (8)	Spills or leaks from storage drums for oil products could discharge to outdoor areas.	Oil, Grease, and Vehicle Fluids	<p><b>Structural Controls:</b> None</p> <p><b>Non-Structural Controls:</b> Indoor material storage; some bulk oil product containers (drums) in use are stored on spill containment pallets; spill kits available; housekeeping.</p>
Cutter and Boat Maintenance (9)	Potential for spills during maintenance activities, including mechanical, cleaning, painting	Oil, grease, vehicle fluids, sediment, paint, metals	<p><b>Structural Controls:</b> None</p> <p><b>Non-Structural Controls:</b> use of drip pans and absorbent material if necessary spill kits available; maintenance performed by only authorized personnel</p>
Hazardous Material Storage (10)	Spills or leaks from storage drums could discharge to outdoor areas.	Oil, grease, vehicle fluids, sediment, paint, metals	<p><b>Structural Controls:</b> Most materials are stored within buildings or under cover</p> <p><b>Non-Structural Controls:</b> use of drip pans and absorbent material if necessary; spill kits available; access by only authorized personnel</p>
Hazardous Waste Storage (11)	Spills or leaks from storage drums could discharge to outdoor areas.	Oil, grease, vehicle fluids, sediment, paint, metals	<p><b>Structural Controls:</b> Materials are stored within buildings or under cover</p> <p><b>Non-Structural Controls:</b> use of drip pans and absorbent material if necessary; spill kits available; access by only authorized personnel</p>

**3.2 SIGNIFICANT SPILLS AND LEAKS**

*Significant spills* (as defined by Federal Regulations published in 60 FR 50804) include, but are not limited to: releases of oil or hazardous substances in excess of reportable quantities under Section 311 of the CWA (see 40 CFR 110.10 and CFR 117.21) or Section 102 of the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) (see 40 CFR 302.4). Sector San Juan has reported that no significant spills or leaks have occurred in the past three years.

Future leaks or spills occurring during the MSGP term will be reported and documented as described in the facility's SPCC plan. The SWPPP and SPCC plan will be reviewed and modified, if appropriate, to include additional measures to prevent a reoccurrence of similar releases.

The following actions will be taken to plan for spill prevention and response:

- Identify areas where spills can occur onsite and their drainage points;
- Specify material handling procedures, storage requirements, and equipment use, such as diversion valves; and
- Review procedures with personnel for cleaning up spills.

In the event of a spill, provide information, as shown below, for each incident, and attach additional documentation (e.g., photos, spill cleanup records) as necessary:

- Date of incident
- Location of incident
- Description of incident
- Circumstances leading to release
- Actions taken in response to release
- Measures taken to prevent recurrence

Spill reporting forms are available in Appendix D of this SWPPP. A History of Spills and Leaks will be maintained in Appendix J of this SWPPP.

**3.3 NON-STORMWATER DISCHARGES DOCUMENTATION**

Initial evaluation of discharges to the stormwater system was conducted on July 16, 2009. There were no readily evident non-stormwater discharges from industrial areas onsite, based on visual observations of catch basins and outfalls. There were flows in many of the trenches and drains; however, there had been rain storms in the days prior to the site observations. A complete study of potential illicit discharges has not been undertaken.

**3.4 SUMMARY OF STORMWATER SAMPLING DATA**

The NPDES Permit requires a summary of existing sampling data describing pollutants in stormwater discharges. No previous stormwater sampling has been conducted on this site. Stormwater discharges will be inspected visually (if present) for signs of pollutants during annual site inspections, and the results of these inspections will be documented.

There are several appropriate stormwater pollution control measures in the SWPPP. These measures, known as Best Management Practices, will be implemented based on the priorities. There are two primary categories of BMPs:

- General baseline BMPs or non-structural controls, and
- Advanced BMPs or structural controls.

#### **4.1 NON-STRUCTURAL CONTROLS**

Non-structural controls are operational practices intended to improve stormwater quality by minimizing or eliminating the accumulation and potential contact of pollutants with runoff at or near their source. Non-structural control measures are described on Table 4. These controls include good housekeeping, preventive maintenance, spill prevention and response, and visual inspections. Additional spill prevention and response procedures are described in the facility's SPCC plan. The response procedures for spills of any material will follow the procedures presented in the SPCC plan.

Non-structural controls include:

- Minimizing Exposure – industrial activities are conducted indoor wherever possible to minimize exposure to rain and runoff.
- Good Housekeeping – includes regular pickup and disposal of waste materials, routine inspections for leaks and condition of drums, tanks and containers. General waste pickups are scheduled on a weekly basis. Hazardous waste removals and used oil removals are scheduled as needed in order to comply with the installation's status as a small quantity generator of hazardous wastes, as well as to maintain appropriate levels of used oil within the used oil storage tank.
- Maintenance – equipment is maintained to minimize the potential for leaks/spills and maintain the base's control measures in effective operating condition. A computerized preventive maintenance program is used for on-base equipment, as well as for maintenance of cutters and other vessels.

Included in the preventive maintenance program is the inspection and testing of equipment and systems to uncover conditions that could cause breakdowns or failures resulting in discharges of pollutants to surface waters.

- Management systems, including
  - Spill prevention and response procedures
  - Inspections
  - Employee training
  - Recordkeeping and internal reporting procedures

**Table 4: Description of Non-Structural BMPs**

BMP	Description
<p><b>Good Housekeeping</b></p>	<ul style="list-style-type: none"> <li>• <b>Sweeping</b> - Sweep all areas covered with concrete, cement, or asphalt surfaces regularly. This includes areas both inside and outside the shop. All dirt and sediments swept from these areas shall be disposed in an area of the site which does not come in contact with storm runoff and trucked out of the facility for disposal.</li> <li>• <b>Leaks and Spills</b> - Immediately clean up all leaks and spills with dry absorbent, preferably absorbent pads. Once the spill is cleaned place the absorbent in the designated receptacle.</li> <li>• <b>Parking</b> - Limit parking to specific areas outside the shop. Park vehicles under covered areas as much as possible.</li> <li>• <b>Vehicle Maintenance</b> - Conduct all vehicle maintenance in covered areas.</li> <li>• <b>Pavement/Floor Washing</b> - Avoid hosing down work area inside or outside the shop. Use brooms, shovels, mops, etc. to collect the waste and dispose of it properly.</li> <li>• <b>Drip Pans</b> - Keep a drip pan under vehicles while disconnecting hoses, unscrewing filters, or removing other parts. Use a drip pan under a vehicle that might leak, to keep splatters or drips off the floor.</li> <li>• <b>Used Oil Filters</b> - Crush and recycle used oil filters according to the state requirements.</li> <li>• <b>Battery Storage</b> - Store used batteries in a covered, non-leaking secondary container until they are delivered to a recycling facility.</li> <li>• <b>Waste Disposal</b> - Dispose of trash and debris by putting them inside the designated receptacles or dumpster. Keep the dumpster lid closed to prevent rainfall from entering the dumpster. Empty the receptacles or dumpster regularly.</li> <li>• <b>Used Fluids</b> - Used fluids shall be promptly transferred to the proper waste or recycling drums. Partially filled drip pans or other containers shall not be left lying around the facility.</li> <li>• <b>Periodic Inspections</b> - Inspect oil/fluid storage tanks, equipment, and piping periodically to ensure that there are no leaks.</li> <li>• <b>Employee Awareness</b> - Post good housekeeping procedures, signs and reminders in appropriate locations around the workplace.</li> <li>• <b>Materials Transfer to/from Containers</b>- Transfer materials in a manner that prevents and contains drips and spills. Containment shall be placed below the spigots, and funnels shall be used for adding materials to a container.</li> </ul>

BMP	Description
<p><b>Good Housekeeping</b></p>	<ul style="list-style-type: none"> <li>• <b>Parts-Cleaning Procedures</b> - Where available use closed engine parts wash equipment. If parts washing is done manually, clean parts without using liquid cleaners. Scrape parts with a wire brush. If liquid cleaners are needed for parts washing, do all liquid cleaning at a designated location in the shop to reduce the size of contaminated area. Remove parts gently, when they are dipped in liquid solvents. Locate drip pans and drain boards in a secondary contained area so the used liquid solvents can be reused or recycled.</li> <li>• <b>Hazardous Materials Minimization</b> - Investigate the feasibility of replacing the hazardous materials with less toxic substitutes.</li> <li>• <b>Detergents</b> - Use phosphate-free biodegradable detergents for equipment washing.</li> <li>• <b>Parts-Cleaning Agents</b> - Use non-caustic detergents instead of caustic cleaning agents for parts cleaning. Use cleaning agents that can be recycled.</li> <li>• <b>Organic Solvents</b> - Use detergent-based or water-based cleaning systems instead of organic solvent degreasers. Presoak the dirty parts in used solvents before cleaning them with fresh solvent.</li> <li>• <b>Chlorinated Organic Solvents</b> - Use nonchlorinated solvents in place of chlorinated organic solvents (1,1,1-trichloroethane, methylene chloride, etc.)</li> <li>• <b>Recycling Used Oil</b> - Collect used oil for recycling in drums.</li> <li>• <b>Drum Storage</b> - Place the used oil drums in covered areas underlain by a concrete slab and secondary containment.</li> <li>• <b>Recycling Procedures</b> - Collect used oil, fluids, solvents, degreasers, separately, in appropriate drums or containers and transfer them to a recycling facility. Use labels, signs, and color coding to label the containers.</li> <li>• <b>Employee Information</b> - Use signs, labels, and color coding to identify the hazardous materials in the facility. Accurate labeling helps the spill prevention crew respond to the spill more efficiently.</li> <li>• <b>Materials Management</b> - Keep track of the expiration dates on the unused chemicals in stock room, and plan ahead of time to utilize them, avoid overstocking.</li> </ul>

BMP	Description
<p><b>Preventive Maintenance</b></p>	<p>A preventive maintenance program involves regular inspection of the components of the stormwater system and testing of facility equipment which could cause environmental degradation. Consideration will be given to:</p> <ul style="list-style-type: none"> <li>• <b>Gutters</b> - Roof gutters, street gutters, and storm drainage inlets will be inspected quarterly or at the first sign of clogging. Debris collected in the gutters will be removed and disposed of properly.</li> <li>• <b>Oil/Petroleum Products Storage Areas</b> - The chemical storage areas will be visually inspected daily for leaks. If there is leakage, the defects will be corrected promptly.</li> <li>• <b>Recordkeeping and Reporting</b> - Records of all inspections and maintenance work will be kept.</li> <li>• <b>Erosion Control</b> - Promptly repair and restore all walls, drains, dams, and drainage structures. Re-establish any denuded vegetation, hydro-seed any bare ground surfaces, and provide state approved erosion and sediment control measures.</li> <li>• <b>Maintenance Schedules</b> - Prepare a maintenance schedule for the life of all stormwater management facilities, which states the maintenance to be completed, the time period for completion, who shall perform the maintenance and properly maintain facility equipment and systems.</li> <li>• <b>Inspections</b> - Perform timely inspections and maintenance of stormwater management devices such as catch basins, trenches and outfall areas.</li> <li>• <b>Non-Stormwater Discharges</b> - Test and inspect all facility equipment to prevent illicit discharges to surface waters.</li> </ul>
<p><b>Spill Prevention and Response Procedures</b></p>	<p>Spill prevention and response procedures are extremely important to prevent stormwater pollution. Employees should be well trained in storing, transferring, handling, and disposing the materials, cleaning the storage area, and to respond to a spill. Spill prevention response procedures that will be implemented at the facility will include:</p> <ul style="list-style-type: none"> <li>• <b>Containment Area</b> - All petroleum products, solvents, and cleaners will be stored inside a covered contained area.</li> <li>• <b>Cleaning</b> - Vacuum and pumps will be used to collect both dry and wet materials in the work, materials storage and handling areas.</li> <li>• <b>Spill Response</b> - Mops, rags, absorbent materials (kitty litter, sawdust, pads, etc.) Will be used to absorb, contain spills and clean the leaks. The absorbents will be disposed of properly.</li> <li>• <b>Storage Locations</b> - Material containers will be stored away from traffic to prevent accidents.</li> </ul>

BMP	Description
<p><b>Monitoring and Inspection</b></p>	<p>Inspection is the process by which one can evaluate if the pollution prevention plan which has been implemented is effective. Inspection requires an inspector to look at work place and materials storage areas for evidence of, or potential for, pollutants entering the drainage system. Inspection will be conducted as follows:</p> <ul style="list-style-type: none"> <li>• Oil/fluids storage areas will be inspected daily for spills and damaged containers.</li> <li>• Parking areas and parked vehicles will be inspected periodically for evidence of spills and significant leaks.</li> <li>• Vehicles will be inspected upon arrival to the shop for significant leaks.</li> </ul> <p>Conduct quarterly monitoring and include copies of:</p> <ul style="list-style-type: none"> <li>• All monitoring results (including benchmarks, effluent limits, and other monitoring conducted) for the facility</li> <li>• MSGP industrial discharge monitoring reports (DMRs) submitted to EPA,</li> <li>• Copies of monitoring data submitted to EPA’s eNOI reporting system.</li> </ul>
<p><b>Employee Training Program</b></p>	<p>An employee training program will be developed and implemented to inform personnel of their levels of responsibilities of the components and goals of the plan. The program will explain the purpose and identify the pollution prevention team, and the location and contents of the SWPPP. The personnel will attend a course in stormwater pollution prevention training course. A schedule for conducting training will be provided in the plan. The training will address:</p> <ul style="list-style-type: none"> <li>• <b>Spill Prevention and Response</b> - In addition to the pollution prevention response team, all individuals who work in the facility should know what to do if a spill occurs. The following should be addressed in the spill prevention and response program:             <ol style="list-style-type: none"> <li>a. Introduce the spill prevention and response team.</li> <li>b. Identify potential spill areas and drainage routes.</li> <li>c. Post warning signs in the potential spill areas, the location of spill prevention and cleaning equipment, and specify telephone numbers for spill response team.</li> <li>d. Setup drill on spill cleanup procedures.</li> </ol> </li> <li>• <b>Good Housekeeping</b>- Facility personnel will be taught how to maintain a clean and orderly work area. The tasks of this sections are to educate the personnel to:             <ol style="list-style-type: none"> <li>a. Identify the location of brooms, vacuum, pump, absorbents, and other cleaning equipment.</li> <li>b. Promote more frequent sweeping</li> <li>c. Promptly clean the spills and leaks.</li> <li>d. Use the signs for good housekeeping.</li> <li>e. Secure drums/containers; frequently check for leaks and spills.</li> <li>f. Develop a schedule for housekeeping activities.</li> </ol> </li> <li>• <b>Materials Management</b>- The personnel will be trained to organize materials</li> </ul>

BMP	Description
<p><b>Employee Training Program</b></p>	<p>onsite. This training will be helpful to prevent spills and injury to the personnel, as well as reduce waste due to overstocking. The program focuses on:</p> <ol style="list-style-type: none"> <li>a. Organization - Neatly organizing the materials in the storage area.</li> <li>b. Material labeling - Label materials so they can be identified quickly.</li> <li>c. Material handling and transferring procedures.</li> <li>d. Materials Consumption Prioritization - Oldest materials should be consumed first.</li> <li>e. Recycling Practices</li> </ol> <p>Training materials in the training program will include the following</p> <ul style="list-style-type: none"> <li>• Employee handbooks</li> <li>• Films and slide presentations</li> <li>• Drills</li> <li>• Routine employee meetings</li> <li>• Bulletin boards</li> <li>• Suggestion Boxes</li> <li>• Newsletter/emails</li> </ul>
<p><b>Recordkeeping and Internal Reporting Procedures</b></p>	<p>A recordkeeping system ensures adequate implementation of SWPPP. The record keeping requirements begin with the preparation of SWPPP. The reports will include:</p> <ul style="list-style-type: none"> <li>• <b>Inspection Reports</b> - Inspection reports will be filed with the SWPPP as they are generated. The reports will contain the inspector's name, date of inspection, conditions of the measure or area inspected, maintenance or repair performed, and any changes which should be made to the SWPPP to control or eliminate unforeseen stormwater pollution.</li> <li>• <b>Maintenance Reports</b> - Reports on regular and special maintenance activities performed on the site, including waste disposal activities.</li> <li>• <b>Industrial Activities Reports</b> - The operator will keep a copy of the industrial activities on the site.</li> <li>• <b>Spill Reports</b> - Records of releases of hazardous substances (in excess of reportable quantities established at 40 CFR 117.3 or 40 CFR 302.4) describing for each release:             <ul style="list-style-type: none"> <li>• Date and time of incident</li> <li>• Quantity and type of material released</li> <li>• Duration and cause of release</li> <li>• Cause of incident</li> <li>• Weather conditions</li> <li>• Cleanup actions</li> <li>• Parties notified</li> </ul> </li> </ul>

BMP	Description
<b>Recordkeeping and Internal Reporting Procedures</b>	<ul style="list-style-type: none"> <li>• Environmental problems</li> <li>• Recommended revisions of the BMPs program</li> <li>• Operating procedures</li> <li>• Equipment needed to prevent recurrence</li> </ul> <p>Formal written reports (and documentation of all reports called into the National Response Center in the event of a reportable-quantity discharge)</p>
<b>Non-Stormwater Discharges</b>	<p>All storm outfalls for the facility must be tested for the presence of unauthorized non-stormwater discharges. The outfall for this facility was tested during the site visit and no unauthorized non-stormwater discharges were observed. The outfall will be inspected four times during the year after three continuous dry days.</p>
<b>Sediment and Erosion Control</b>	<p>Soil erosion and sedimentation will be identified in accordance with the Commonwealth of Puerto Rico guidelines.</p>
<b>Management of Runoff</b>	<p>Water quality improvement by runoff management involves the diversion of runoff into stormwater ponds (detention, or retention) to allow the pollutants to infiltrate in the pond. In addition, stormwater management facilities help to regulate the discharge from the facility which improves erosion and flooding downstream.</p>
<b>Security</b>	<p>The land access to the base is enclosed by a security fence, and access is only allowed through one main gate. Access to the site is only granted for business needs. A security guard is posted at the gate at all times. Access from the water is monitored via surveillance cameras.</p>

**4.2 STRUCTURAL CONTROLS**

Physical controls designed to divert, contain, treat, reuse or otherwise manage stormwater runoff to reduce pollutants in stormwater discharged from the site. The structural control measures currently used at the facility to control the discharge of pollutants consist primarily of roofing over the hazardous material and hazardous waste storage areas.

**4.3 PROPOSED CONTROLS**

To further minimize the discharge of pollutants in stormwater from the site, the proposed BMPs described in Table 5 will be implemented at the facility. Appendix E provides a record for implementation of proposed BMPs.

**Table 5: Proposed BMPs**

Exposed Pollution Source/ Activity (Location on Figure 4)	Proposed BMPs
<p>Tank Farm (1)</p> <ul style="list-style-type: none"> <li>• 2 diesel fuel ASTs at 12,000-gal each</li> <li>• 5,000-gal used oil tank</li> </ul>	<ol style="list-style-type: none"> <li>1. Maintain secondary containment for tank and spill overprotection device for the tank.</li> <li>2. Ensure that a fully-stocked spill kit is readily available near the tank farm</li> </ol>

# SECTION FOUR

# Stormwater Management Controls

Exposed Pollution Source/ Activity (Location on Figure 4)	Proposed BMPs
	3. Follow procedures for verifying that no oil is present if Stormwater is drained from the containment area. 4. Post signs with spill control and response procedures
Diesel fuel tanks for fire pumps (2) <ul style="list-style-type: none"> <li>• 2 ASTs at 250-gal each</li> </ul>	1. Provide a broom and dust pan and a covered container near spill kits for used absorbent materials. 2. Post signs with spill control and response procedures.
Emergency generators with diesel fuel tanks (3) <ul style="list-style-type: none"> <li>• 2 ASTs at 500-gal each</li> <li>• 350-gal AST</li> <li>• 120-gal AST</li> </ul>	1. Provide a broom and dust pan and a covered container near spill kits for used absorbent materials. 2. Post signs with spill control and response procedures.
Portable tanks (4) <ul style="list-style-type: none"> <li>• 400-gal used oil AST (to be replaced with a 500-gal AST)</li> <li>• 120-gal diesel AST</li> </ul>	1. Store tanks on a spill containment pallet and store tanks in covered area to prevent contact with stormwater.
Gasoline tanks (5) <ul style="list-style-type: none"> <li>• 1,000-gal AST</li> <li>• 5,000-gal AST</li> </ul>	1. Provide a broom and dust pan and a covered container near spill kits for used absorbent materials. 2. Post signs with spill control and response procedures.
Solid Waste Dumpsters (6)	1. Provide water-tight and/or covered dumpsters for solid waste materials, including recyclables.
Heavy Equipment and Vehicle Parking (7)	1. Store oil product containers that are in use on spill containment pallets. 2. Post signs with spill control and response procedures.
Vehicle Maintenance (8)	1. Store oil product containers that are in use on spill containment pallets. 2. Post signs with spill control and response procedures.
Cutter and Boat Maintenance (9)	1. Store oil product containers that are in use on spill containment pallets. 2. Store paints, solvents and other chemicals within flammable storage lockers, except while in use. 3. Post signs with spill control and response procedures.
Hazardous Material Storage (10)	1. Provide a broom and dust pan and a covered container near spill kits for used absorbent materials. 2. Store oil product containers that are in use on spill containment pallets. 3. Post signs with spill control and response procedures. 4. Store paints, solvents and other chemicals within flammable storage lockers, except while in use.
Hazardous Waste Storage (11)	1. Provide a broom and dust pan and a covered container near spill kits for used absorbent materials. 2. Store waste containers on spill containment pallets. 3. Post signs with spill control and response procedures. 4. Minimize the quantity of hazardous wastes retained in storage by

Exposed Pollution Source/ Activity (Location on Figure 4)	Proposed BMPs
	arranging for regularly-scheduled pickups.
Illicit Discharge Detection and Elimination	<ol style="list-style-type: none"> <li>1. Create, update, and maintain a storm sewer system map of all outfalls</li> <li>2. Inspect outfalls quarterly after three consecutive dry days</li> <li>3. Keep surface grates clean</li> <li>4. Maintain a database to track changes to building drains</li> <li>5. Check for and eliminate illicit connections to the storm drain system</li> </ol>
Construction Site Stormwater Runoff Control	<ol style="list-style-type: none"> <li>1. Prohibit discharge of anything other than clean stormwater to the ground and storm drains</li> <li>2. Do not dump waste liquid down storm drains</li> <li>3. If bare ground is exposed during construction, use soil erosion control techniques</li> <li>4. Remove all debris for the site in a timely manner</li> <li>5. Protect materials of particular concern, such as soil stockpiles and hazardous materials, from weather</li> <li>6. Inform onsite contractors of required practices for handling wastes and discharges</li> <li>7. Properly store all construction materials</li> <li>8. Protect storm drains near the construction site to minimize the chances of inadvertent contamination</li> <li>9. BMPs will be included in all statements of work for construction contracts as applicable</li> </ol>
Post-Construction Stormwater Management in New Development and Redevelopment	<ol style="list-style-type: none"> <li>1. Use permanent soil erosion control techniques if construction removes buildings that will not be replaced.</li> <li>2. Use slope protection and stabilization techniques, such as topsoiling, seeding, sodding, and planting in order to maintain existing slopes and prevent erosion.</li> <li>3. Install filtration structures such as grassed swales, sand filters, and filter strips as necessary.</li> <li>4. Inspect area regularly to ensure stormwater control measures are adequate.</li> </ol>

Exposed Pollution Source/ Activity (Location on Figure 4)	Proposed BMPs
Pollution Prevention/Good Housekeeping	<ol style="list-style-type: none"> <li>1. Provide training to employees on stormwater pollution prevention that covers spill prevention and response, good housekeeping, and materials management</li> <li>2. Roof gutters, street gutters, and storm drainage inlets will be inspected quarterly or at first sign of clogging</li> <li>3. Immediately clean up all leaks and spills with dry absorbent, preferable absorbent pads</li> <li>4. Conduct all vehicle maintenance in areas with secondary containment</li> <li>5. Avoid hosing down work areas inside or outside of shops</li> <li>6. Dispose of trash and debris by putting them inside the designated receptacles or dumpster</li> <li>7. Promptly transfer used fluids to the proper waste or recycling drums</li> <li>8. Inspect oil/fluid storage tanks, equipment and piping periodically to ensure that there are no leaks</li> </ol>
Pollution Prevention/Good Housekeeping	<ol style="list-style-type: none"> <li>9. Send out e-mail reminders to all personnel about housekeeping procedures</li> <li>10. Transfer materials in a manner that prevents and contains drips and spills</li> <li>11. Investigate the feasibility of replacing the hazardous materials with less toxic substitutes.</li> <li>12. Use signs, labels, color-coding, and Hazardous Material Information System (HMIS) to identify the hazardous materials in the facility</li> <li>13. Keep track of the expiration dates of the unused chemicals in stock room, and plan ahead of time to utilize them, avoid overstocking</li> <li>14. Prohibit any vehicle washing on base or install designated vehicle wash racks to wash vehicles</li> </ol>

**4.4 SPILL PREVENTION AND RESPONSE**

A Spill Prevention Control and Countermeasure (SPCC) plan has been prepared for the aboveground petroleum storage tanks used at the Sector San Juan as per 40 CFR 112. Preventive maintenance, spill prevention and response, training, etc. associated with the ASTs are consistent between this plan and the SPCC plan. The facility’s SPCC Plan presents the spill contingency program for the prevention and control of accidental releases of petroleum products (oil), and for the protection of employees involved in the handling of oil materials at Sector San Juan.

In the past three years, Sector San Juan has had no known significant spills or leaks of toxic or hazardous pollutants to stormwater at this facility. If significant leaks or spills occur in the future, they will be documented using the appropriate form as noted in the facility’s SPCC Plan. A record of spills and leaks will be maintained in Appendix J of this SWPPP.

**4.5 EROSION AND SEDIMENT CONTROLS**

To reduce and control erosion, Sector San Juan should consider implementing flow velocity dissipation devices at outfalls identified in this SWPPP as Outfalls 003 and 004.

**4.6 ILLICIT DISCHARGE DETECTION AND ELIMINATION**

Ongoing programs and activities should be undertaken to ensure that any illicit discharges are identified and eliminated from the stormwater system at Sector San Juan. Potential activities could include:

- A work order review system to review new construction and repairs for possible illicit connections.
- Train unit supervisors on how to identify and prevent illicit discharges, as well as regarding spill response procedures that are used to handle and clean up hazardous material and oil spills.
- Inspect sewer systems and perform preventive maintenance under a recurring work program.
- Consider ongoing programs to perform inflow and infiltration (I&I) studies of base sanitary sewer system and to remove or repair identified illicit discharges.

**4.7 MANAGEMENT OF RUNOFF**

Controls are not currently used at the base to divert, infiltrate, reuse, contain, or otherwise reduce stormwater runoff.

Waste, garbage and floatable debris are collected and stored in closed containers until they are removed from the site for disposal, and would not be anticipated to impact runoff.

**4.8 CONSTRUCTION SITE RUNOFF**

Stormwater runoff from construction activities can have a significant impact on water quality, contributing sediment and other pollutants exposed at construction sites. Erosion and sediment control practices reduce conveyance of sediment into downstream watercourses. All projects undertaken at Sector San Juan that disturb soil and have the potential to impact waters of the state must implement the appropriate sedimentation and erosion control measures.

Construction projects require a sediment and erosion control plan. In addition, the NPDES Stormwater Program requires operators of construction sites of greater than one acre to obtain authorization to discharge stormwater under an NPDES construction stormwater permit. Construction projects requiring a permit must file a Notice of Intent (NOI) to obtain coverage under the general construction permit two days prior to start of construction and a Notice of Termination (NOT) after construction activities are completed.

**4.9 MSGP SECTOR-SPECIFIC REQUIREMENTS**

The requirements in Subpart Q of the MSGP apply to stormwater discharges associated with industrial activity from Water Transportation facilities and requirements in Subpart R apply to stormwater discharges associated with industrial activity from Ship and Boat Building and Repair Yards. As such, both apply at Sector San Juan. To further minimize the discharge of pollutants in stormwater, the operation-specific BMPs described in Table 6 will be implemented at the facility.

**Table 6: Operation-Specific BMPs**

Sector-Specific Operation	Controls or Procedures
Pressure Washing	Collect the discharges from pressure washing; remove offsite for disposal
Blasting and Painting	Consider providing a containment area for all blasting and painting activities. Alternatively, use other measures to minimize the discharge of contaminants (e.g., hanging plastic barriers or tarpaulins during blasting or painting operations to contain debris).
Material Storage Areas	<ul style="list-style-type: none"> <li>• Store and plainly label all containerized materials (e.g., fuels, paints, solvents, used oil, antifreeze, batteries) in a protected, secure location away from drains.</li> <li>• Minimize the contamination of precipitation or surface runoff from the storage areas by storing indoors or within containment or enclosure for those stored outdoors.</li> <li>• Consider implementing an inventory control plan to limit the presence of potentially hazardous materials onsite.</li> </ul>
Engine Maintenance and Repair	<p>Minimize the contamination of precipitation or surface runoff from all areas used for engine maintenance and repair by:</p> <ul style="list-style-type: none"> <li>• Performing all maintenance activities indoors whenever possible</li> <li>• Maintaining an organized inventory of materials used in the shops</li> <li>• Draining all parts of fluid prior to disposal</li> <li>• Prohibiting the practice of hosing down the shop floor</li> <li>• Using dry cleanup methods</li> </ul>
Material Handling	<p>Minimize the contamination of precipitation or surface runoff from material handling operations and areas by:</p> <ul style="list-style-type: none"> <li>• Covering fueling areas,</li> <li>• Using spill and overflow protection,</li> <li>• Mixing paints and solvents in a designated area (preferably indoors or under a shed),</li> <li>• Protecting material handling areas from run-on.</li> </ul>
Drydock Activities	<ul style="list-style-type: none"> <li>• Routinely maintain and clean the drydock to minimize pollutants in stormwater runoff. Clean up oil, grease, or fuel spills occurring on the drydock when they occur, or at a minimum, at the end of the day.</li> <li>• Clean accessible areas of the drydock prior to flooding and final cleanup following removal of the vessel and raising the dock.</li> <li>• Sweep, rather than hosing off debris and spent blasting material from accessible areas of the drydock prior to flooding</li> <li>• Maintain spill kits with absorbent materials and oil containment booms readily available to clean up and contain any spills.</li> </ul>

Bilge and ballast water, sanitary wastes, pressure wash water, and cooling water originating from vessels are not covered by this permit. Water is collected into an onsite tank, and removed offsite.

All outfalls will be visually monitored quarterly, and samples collected and analyzed for petroleum hydrocarbons; Outfall 001 will also be analyzed for oil and grease. Additionally, since the receiving water, San Juan Bay, is identified as an impaired water due to ammonia, arsenic, cadmium, copper, cyanide, dissolved oxygen, fecal coliform, lead, mercury, pH, phosphorous, surfactants, and turbidity, all outfalls from Sector San Juan will initially be monitored for these parameters.

Sector San Juan must monitor once per year at each outfall. This monitoring requirement does not apply after one year if the pollutant for which the waterbody is impaired is not detected above natural background levels in Sector San Juan’s stormwater discharge, and it is documented that this pollutant is not expected to be present above natural background levels in Sector San Juan’s stormwater discharge. If the pollutant for which the water is impaired is not present and not expected to be present in the stormwater, or it is present but has been determined that its presence is caused solely by natural background sources, a notification to this effect should be included in the first monitoring report, after which Sector San Juan may discontinue annual monitoring for that parameter. To support a determination that the pollutant’s presence is caused solely by natural background sources, documentation must be retained with SWPPP. A documentation form which includes the required information is included in Appendix D.

Additionally, the discharge locations designated in this SWPPP as Outfalls 003, 004 and 005 may be subject to the industrial activities of the boat operations. These outfalls will be sampled on a quarterly basis, tested for the following parameters, and compared to the benchmark values indicated on Table 7.

**Table 7: Sector-Specific Benchmarks**

Subsector	Parameter	Benchmark Monitoring Concentration
Subsector Q1. Water Transportation Facilities	Total Aluminum	0.75 mg/L
	Total Iron	1.0 mg/L
	Total Lead <sub>1</sub>	Hardness Dependent
	Total Zinc <sub>1</sub>	Hardness Dependent
<sub>1</sub> The benchmark values of some metals are dependent on water hardness. For these parameters, permittees must determine the hardness of the receiving water. The ranges occur in 25 mg/L increments. Hardness Dependent Benchmarks follow in the table below:		
<b>Water Hardness Range</b>	<b>Lead (mg/L)</b>	<b>Zinc (mg/L)</b>
0-25 mg/L	0.014	0.04
25-50 mg/L	0.023	0.05
50-75 mg/L	0.045	0.08
75-100 mg/L	0.069	0.11
100-125 mg/L	0.095	0.13
125-150 mg/L	0.122	0.16

150-175 mg/L	0.151	0.18
175-200 mg/L	0.182	0.20
200-225 mg/L	0.213	0.23
225-250 mg/L	0.246	0.25
250+ mg/L	0.262	0.26

In the event that there are exceedances of these benchmarks, a record documenting those exceedances and corrective actions taken, will be prepared and retained within this SWPPP. Guidance for preparing this documentation is provided in Appendix D, Record of Benchmark Exceedances, and includes the following options:

- Corrective action taken,
- A finding that the exceedance was due to natural background pollutant levels, or
- A finding that no further pollutant reductions were technologically available and economically practicable and achievable in light of best industry practice.

The sampling and analysis will be conducted by, or under the direction of, the SWPPT Chair or authorized designee. Records of all sampling, analyses and reports will be retained by the SWPPT Chair or designee, and inserted within Appendix J of this SWPPP.

#### **4.10 NON-STORMWATER DISCHARGES**

Full evaluation of non-stormwater discharges at this facility is complex, as only very limited site maps are available showing the storm sewer system. A visual evaluation was undertaken, as well as a review of the available site maps of the base and municipal storm sewer system, and the details of these evaluations have been incorporated into this SWPPP. Additional evaluation will be completed. Sector San Juan will, as part of this SWPPP implementation:

- Create, update, and maintain a storm sewer system map of all outfalls
- Inspect outfalls quarterly after three consecutive dry days to check for unexpected flows
- Keep surface grates clean to reduce the potential of contamination
- Maintain a database to track changes to building drains
- Check for and eliminate illicit connections to the storm drain system

It is anticipated that this evaluation would take place during the first year of permit coverage, including the evaluation for the presence of non-stormwater discharges and the elimination of all unauthorized discharges. Documentation of the evaluation must include:

- The date of any evaluation
- A description of the evaluation criteria used
- A list of the outfalls or onsite drainage points that were directly observed during the evaluation
- The different types of non-stormwater discharge(s) and source locations

- The action(s) taken, such as a list of control measures used to eliminate unauthorized discharge(s), if any were identified. For example, a floor drain was sealed, a sink drain was re-routed to sanitary, or an NPDES permit application was submitted for an unauthorized cooling water discharge.

## **4.11 INSPECTIONS**

### **4.11.1 Routine Facility Inspections**

#### **4.11.1.1 Routine Facility Inspection Procedures**

Routine visual inspections will be conducted of all areas of the facility where industrial materials or activities are exposed to stormwater, and of all stormwater control measures used to comply with the effluent limits contained in this permit. These source areas are identified on Table 2, and include the following: pressure washing area; blasting, sanding, and painting areas; material storage areas; engine maintenance and repair areas; material handling areas; drydock area; storage tanks, chemical storage areas and general yard area.

These facility inspections will be conducted at least quarterly (i.e., once each calendar quarter). However, if deemed appropriate, more frequent inspection (e.g., monthly) may be necessary for some types of equipment, processes, and control measures or areas of the facility with significant activities and materials exposed to stormwater. These routine inspections are performed by qualified personnel and/or with at least one member of SWPPT participating. Each shop has a designated SWPPT member who will conduct the inspection, with assistance from the EPS or other shop personnel as needed. At least once each calendar year, the routine facility inspection will be conducted during a period when a stormwater discharge is occurring.

Implementation of the SWPPP requires visual inspections of potential pollutant sources, and management measures to identify risks that may increase the likelihood of pollutants in stormwater. The following steps shall be taken in implementing the inspection program at Sector San Juan:

- Identify organizations responsible to perform visual inspections on a routine schedule;
- Keep an up-to-date inspection log; and
- Track results of inspections to ensure that appropriate actions are being used to reduce stormwater pollution.

#### **4.11.1.2 Routine Facility Inspection Documentation**

A Stormwater Routine Inspection Report will be filled out each time an evaluation is performed and maintained onsite by the SWPPT Chair. A copy of a blank form is included in Appendix D. As required by the General Permit, the inspection form incorporates a follow-up procedure to ensure that the inspection results are responded to appropriately.

**4.11.2 Quarterly Visual Assessment of Stormwater Discharges****4.11.2.1 Quarterly Visual Assessment Procedures**

Once each quarter for the entire permit term, Sector San Juan will collect a stormwater sample from each outfall and conduct a visual assessment of each of these samples. These samples should be collected in such a manner that the samples are representative of the stormwater discharge.

The visual assessment must be made:

- Of a sample in a clean, clear glass, or plastic container, and examined in a well-lit area.
- On samples collected within the first 30 minutes of an actual discharge from a storm event. If it is not possible to collect the sample within the first 30 minutes of discharge, the sample must be collected as soon as practicable after the first 30 minutes and Sector San Juan will document why it was not possible to take samples within the first 30 minutes.
- For storm events, on discharges that occur at least 72 hours (3 days) from the previous discharge. The 72-hour (3-day) storm interval does not apply if you document that less than a 72-hour (3-day) interval is representative for local storm events during the sampling period.

The Sector San Juan EPS and/or SWPPT member will visually inspect the sample for the following water quality characteristics and report it on A Visual Monitoring Report Form containing this information (included in Appendix D):

Color	Settled solids
Odor	Suspended solids
Clarity	Foam
Floating solids	Oil sheen
Other obvious indicators of stormwater pollution	

**4.11.2.2 Quarterly Visual Assessment Documentation**

Sector San Juan will document the results of visual assessments and maintain this documentation onsite with this SWPPP. The visual assessment findings are not required to be submitted to EPA, unless specifically requested to do so. MSGP Quarterly Visual Assessment Form and a Quarterly Operations - Visual Inspection Checklist are included in Appendix D which can be used to document the visual assessment.

**4.11.2.2 Exceptions to Quarterly Visual Assessments**

When adverse weather conditions prevent the collection of samples during the quarter, a substitute sample must be collected during the next qualifying storm event. Documentation of the rationale for no visual assessment for the quarter must be included with SWPPP records. Adverse conditions are those that are dangerous or create inaccessibility for personnel, such as local flooding, hurricanes, high winds, or electrical storms, or situations that otherwise make sampling impractical, such as drought.

A form for documenting deviations from the assessment or monitoring schedule is included in Appendix D. It may be used to describe any deviations from the schedule for visual assessments and/or monitoring, and the reason for the deviations (e.g., adverse weather or it was impracticable to collect samples within the first 30 minutes of a measurable storm event)

**4.11.3 Comprehensive Site Inspections****4.11.3.1 Comprehensive Site Inspection Procedures**

Sector San Juan will conduct annual comprehensive site inspections while covered under the MSGP. Annual is defined by the MSGP as once during each of the following inspection periods beginning with the first period Sector San Juan is authorized to discharge under the MSGP:

- Year 1: September 29, 2008 – September 29, 2009
- Year 2: September 29, 2009 – September 29, 2010
- Year 3: September 29, 2010 – September 29, 2011
- Year 4: September 29, 2011 – September 29, 2012
- Year 5: September 29, 2012 – September 29, 2013

Since coverage will not occur three months before the end of the first inspection period, Sector San Juan is waived from having to perform a comprehensive site inspection that first inspection period. Should coverage be administratively continued after the expiration date of the permit, the inspections must be continued annually until Sector San Juan is no longer covered.

Comprehensive site inspections will be conducted by qualified personnel with at least one member of the SWPPT participating in the comprehensive site inspections. The site inspections will cover areas identified as potential pollutant sources where industrial materials or activities are exposed to stormwater, any areas where control measures are used to comply with the effluent limits (see Tables 2 – 4 of this SWPPP), and areas where spills and leaks have occurred in the past 3 years. The inspections must also include a review of monitoring data. Inspectors must consider the results of the past year's visual and analytical monitoring when planning and conducting inspections. Stormwater control measures required by this permit must be observed to ensure that they are functioning correctly. If discharge locations are inaccessible, nearby downstream locations must be inspected. Sector San Juan will report the observations and findings on the EPA Annual Report form included in Appendix D.

The annual comprehensive site inspection will also be used as one of the routine inspections; all components of both types of inspections are included in the comprehensive inspection.

## **SECTION FIVE**    **Plan Evaluation, Revision, and Recordkeeping Requirements**

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### **5.1 ANNUAL SITE COMPLIANCE EVALUATION REQUIREMENTS**

As noted in the previous section, the NPDES permit requires that a comprehensive site compliance evaluation be conducted annually. Along with documenting operations and observations, an objective of the evaluation is to assess the overall effectiveness of this SWPPP and to modify/improve the SWPPP, as appropriate. The SWPPT will ensure that the annual site evaluation is conducted and review the SWPPP implementation and its effectiveness. This will include the following tasks:

- Review the facility for changes in design, construction, operation, or maintenance procedures
- Visually inspect, verify and update potential pollutant sources (identify new sources)
- Observe structural stormwater management measures such as drainages swales and storm drains to ensure they are operating properly
- Inspect inlets and ponds for evidence of pollutants entering the drainage system
- Verify that the recommended BMPs have been implemented, are being maintained, and are effective in controlling stormwater pollution
- Identify any needed improvements or additional control measures
- Inspect the condition of spill response equipment
- Review the site map for accuracy

An EPA Annual Report will be filled when an evaluation is performed. A copy of a blank form is included in Appendix D. As required by the General Permit, the inspection form incorporates a follow-up procedure to ensure that the inspection results are responded to appropriately. Additionally, evaluation of the oil-containing storage ASTs is conducted as described in the SPCC Plan.

### **5.2 PLAN REVISION REQUIREMENTS**

In accordance with the NPDES permit, the SWPPP will be revised if any of the following conditions occur:

- Whenever there is a change in design, construction, operation, or maintenance which creates a potential for the discharge of pollutants to the waters of the Commonwealth.
- If the SWPPP proves to be ineffective in achieving the general objectives of controlling pollutants in stormwater discharges associated with industrial activity.
- If a release of a hazardous substance or oil occurs at the facility. If a release occurs, the SWPPP will be modified **within 14 days of knowledge of the release**. Section 3.2 will be amended to include a description of the release, the circumstances leading to the release, and the date of the release. In addition, the plan shall be reviewed and modified, if appropriate, to include BMPs to prevent a reoccurrence of a similar release.

## **SECTION FIVE**    **Plan Evaluation, Revision, and Recordkeeping Requirements**

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### **5.3 REPORTING AND RECORDKEEPING REQUIREMENTS**

Specific reporting requirements contained in the General Permit are limited to reporting discharges of hazardous substances or oil. Unless specific information is requested by the Puerto Rico Environmental Quality Board (EQB), no other reporting submissions are required. EQB must be notified of any oil spill or discharge of oil, or if a release of a hazardous substance, in an amount equal to or in excess of a reporting quantity<sup>1</sup>, occurs during a 24-hour period. Spills will be reported and documented in accordance with the facility's SPCC plan. Site records pertaining to pollution prevention will be maintained by facility personnel to maintain a history and to track the effectiveness of pollution prevention and waste minimization practices.

The typical records to be maintained are described below. All records are to be maintained with this SWPPP.

#### **5.3.1 Records to Illustrate Compliance**

Records for activities associated with stormwater pollution prevention will be maintained with the SWPPP. Routine inspections will be documented to ensure good housekeeping and maintenance are conducted and to promote detection of any potential problems. Records of these inspections will be maintained onsite by the EPS and provided to Logistics - Engineering. All records must be made available to EQB if requested. The following is a summary of the records to be maintained to illustrate compliance with this SWPPP:

- **Quarterly Facility Inspections** – Visual inspections of the facility and BMPs are required to be completed on a quarterly basis. An inspection checklist is included in Appendix D to this SWPPP. Completed inspection checklists will be maintained in Appendix G.
- **Quarterly Visual Examination of Stormwater Discharges** – Visual examination of the stormwater discharge is to be completed on a quarterly basis (Section 3.3.2). Visual examination reporting forms are included in Appendix D to this SWPPP. Completed visual examination reports will be maintained in Appendix H.
- **Annual Comprehensive Site Compliance Evaluations** – Comprehensive site compliance evaluations are required to be completed on an annual basis. The EPA Annual Reporting Form is included in Appendix D to this SWPPP. Completed EPA Annual Reporting Forms will be maintained in Appendix I.
- **Personnel Training Records** – Facility personnel are required to receive training on stormwater pollution prevention on a regular basis (Section 3.2). A Record of Review and Training reporting form is included in Appendix F to this SWPPP. Training records will be maintained in Appendix F.
- **Sampling Results** – Sector San Juan has not conducted any stormwater analyses to date. Results of future stormwater analyses should be retained with this SWPPP in Appendix G.

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<sup>1</sup> As established under Section 311 of the Clean Water Act (40CFR 110.6 and 40 CFR 117.21) or Section 102 of CERCLA (40 CFR 302.4).

## **SECTION FIVE    Plan Evaluation, Revision, and Recordkeeping Requirements**

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- **Maintenance Records** – Include in documentation of maintenance and repairs of control measures and industrial equipment, including:
  - the control measure/equipment maintained,
  - date(s) of regular maintenance,
  - date(s) of discovery of areas in need of repair/replacement, and for repairs,
  - date(s) that the control measure/equipment was returned to full function, and
  - the justification for any extended maintenance/repair schedules
  - Also provide information to document maintenance activities for each control measure and industrial equipment that could have a potential to impact stormwater.

Recordkeeping forms for preventive maintenance are also included in Appendix D.

An inventory is maintained of Hazardous Materials/Wastes management, including materials stored at the facility and the offsite disposal of wastes. These documents are maintained by the EPS with the facility's records.

Records of spills, leaks, and other discharges and records of inspections and maintenance activities will be retained for a period of three years.

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The MSGP requires that permitted facilities implement an employee training program to address stormwater pollution prevention. The objective of the program is to inform personnel at all levels of responsibility of the goals and components of the SWPPP. Effective management of stormwater pollution requires all facility employees to be aware of conditions that may cause pollution. In addition, proper operation of water quality BMPs by all employees is essential for the success of the SWPPP.

The SWPPT is responsible for ensuring that all existing operations staff at the base understand the components of the SWPPP, how it will be implemented, and their role in contributing to the effectiveness of stormwater control measures.

## **6.1 SCHEDULE OF TRAINING PROGRAM**

At a minimum, SWPPP training will be conducted annually. The SWPPP information will also be reviewed with all new employees during initiation training. Stormwater pollution prevention training will be integrated into the periodic and ongoing training programs conducted by Sector San Juan.

- Introduction to the Stormwater Pollution Prevention Plan: 4<sup>th</sup> Quarter 2009 (October – December) and as-needed thereafter to ensure that all appropriate site personnel are trained. This will likely take place in conjunction with SPCC training. It is anticipated that the training program will include some online modules to provide general overview information.
- Implementation, Field Training: 4<sup>th</sup> Quarter 2009 (October – December) and every 12 months thereafter; the training is scheduled following the annual comprehensive site evaluation to ensure that any follow-up activities are integrated into the training session.

## **6.2 DESCRIPTION OF TRAINING**

Detailed training will be conducted for all personnel who are responsible for implementing the duties set forth in this SWPPP and will include both an introduction to the SWPPP to set forth the goals of the SWPPP and the responsibilities for carrying out specific duties. Specific field personnel will also require implementation sessions, including field training.

The following subjects to be addressed in the training program include, but are not limited to:

- Objectives and requirements of the SWPPP
- Spill prevention, response, control, and reporting procedures
- Good housekeeping practices
- Material management practices
- Fueling procedures
- Painting and blasting procedures
- Used battery management
- Preventive maintenance
- Routine inspections
- Used oil management
- Spent solvent management
- Disposal of spent abrasives,
- Disposal of vessel wastewaters

A list of all individuals attending the training sessions, along with a summary of the training session topics that were covered, will be recorded on the appropriate form such as that contained in Appendix F. This record will be maintained with this SWPPP.

As part of the annual site compliance evaluation, the SWPPT will evaluate the effectiveness of the training program. Based on deficiencies noted during the site compliance evaluation, the SWPPT will make improvements as necessary to the training program to promote employee awareness and accountability.

Details of additional requirements for MSGP compliance are provided below.

### **7.1 STORMWATER DISCHARGES TO MS4s**

In addition to the BMPs discussed in the previous sections, the MSGP contains specific requirements for discharges to Municipal Separate Storm Sewer Systems (MS4s). Facilities which discharge to municipal separate storm sewer systems (MS4s) operated by a municipality that maintains coverage under an NPDES stormwater permit must comply with applicable requirements of stormwater management programs developed as part of the municipality's NPDES stormwater permit, provided that the facilities have been notified of such requirements. Sector San Juan's stormwater at the northwestern portion of the facility is discharged into the City of San Juan's (City) municipal storm sewer system. Therefore, a copy of the SWPPP must be provided to the City upon request.

Additionally, Sector San Juan will submit the following reports to the City (MS4 operator), if necessary:

- 24-hour reporting - Any information regarding any noncompliance which may endanger health or the environment will be provided orally within 24 hours from the time Sector San Juan becomes aware of the circumstances;
- 5-day follow-up reporting to the 24 hour reporting - A written submission will be provided within five days of the time Sector San Juan becomes aware of the circumstances;
- Reportable quantity spills – Sector San Juan will notify the City, as soon as there is knowledge of a leak, spill, or other release containing a hazardous substance or oil in an amount equal to or in excess of a reportable quantity.

### **7.2 ENDANGERED SPECIES**

The West Indian manatee and the Brown pelican, both identified as endangered species, may inhabit the area near San Juan Bay. However, reportedly, neither habitat is within the discharge area of the Sector San Juan. A consultation with Fish and Wildlife Services has been requested to obtain verification.

### **7.3 HISTORIC PROPERTIES**

Several buildings on the base are considered to be potential historic resources. No known prehistoric sites are located on the facility. According to information provided, there are several historic buildings at Sector San Juan: Building 116, Quarters Administration Building; Building 118, Barber Shop; Building 119, Coast Guard Auxiliary; Building 124, Dental Building; Building 125, Medical Building; and Building 126, Personnel Administration Building. A residual of Building 100 (first floor) is of historical value. Additionally, there is a wall attached to the Exchange that is considered historic; it is likely a residual structure from an historic building.

Discharge-related activities (i.e., construction and/or installation of stormwater control measures that involve subsurface disturbance) will not affect historic properties.

## **APPENDICES**



## **APPENDIX A**

### **Permits**



## **Appendix A.1**

**Excerpts of MSGP No. PRR050000**



**Appendix A.2**

**Wastewater Discharge Permit**



## **APPENDIX B**

### **Figures**



## **APPENDIX C**

### **Chemical Product Inventory**



## **APPENDIX D**

### **Blank Inspection and Reporting Forms**



## **APPENDIX E**

### **BMP Implementation Record**



**Appendix F**  
**Employee Training Record**







## **Appendix G**

### **Completed Inspection Checklists and Forms**



## **Appendix H**

### **Completed EPA Annual Reporting Forms**



## **Appendix I**

### **Sampling and Analytical Results**



## **Appendix J**

### **History of Spills and Leaks**

