



PORT OF BELLINGHAM
Washington State

BELLINGHAM SHIPPING TERMINAL

STORMWATER POLLUTION PREVENTION CREW BRIEFING

There is a Stormwater Pollution Prevention Plan (SWPPP) covering this facility as required by the Industrial Stormwater General Permit. It includes a description of the facility, the site activities, the potential pollutants, the pollution prevention team, provisions for routine inspections, a stormwater sampling plan, a spill prevention and emergency clean-up plan (SPECUP), and a detailed description of the best management practices required to be implemented at the facility. The Port of Bellingham maintains the SWPPP, and it is located in the Port office in Warehouse 2.

Your duties at this facility have been recognized as having the potential to impact stormwater quality. As such, you have a key role in preventing contamination of stormwater and your actions make a difference in complying with the SWPPP. Your role is to maintain an awareness of stormwater while working on site, to recognize that protecting stormwater quality is key to the successful operation of this marine terminal, and to implement the required best management practices to protect stormwater from pollution.

Best Management Practices (“BMPs”) are physical, structural, operational, or managerial standards, guidelines, activities, prohibitions of practices, and procedures appropriate for a user’s operations at the Bellingham Shipping Terminal (BST) that prevent or reduce pollution of the waters of Washington State. BMPs shall be followed at the BST at all times. In addition to general BMPs, the following practices are implemented at the BST for the purpose of preventing stormwater pollution and complying with the Industrial Stormwater General Permit.

Mandatory BMPs per Industrial Stormwater Permit (Section S.3.B.4.b i.-ii., v) and SWPPP Section 3.

Good Housekeeping

- *Identify and control all sources of dust to minimize stormwater contamination from the deposition of dust on areas exposed to precipitation.*
- *Dumpsters must have storm-resistant lids that are kept closed when not in use.*

Preventative Maintenance

- *Routinely inspect and maintain equipment and systems that could fail and result in contamination of stormwater.*
- *Contractor/vendor work areas and equipment are subject to inspection by the Port of Bellingham, which will occur at least once per month.*
- *Leaking equipment/vehicles are to be taken out of service or prevent leaks from spilling on the ground until repaired.*
- *Clean up all spills and leaks immediately to prevent the discharge of pollutants.*
- *Keep all used and new tires not on vehicles or equipment under cover.*

Spill Prevention and Emergency Clean-up

- *Store all hazardous substances, petroleum/oil liquids, and other chemical solid or liquid materials that have potential to contaminate stormwater on an impervious surface that is surrounded with a containment berm or dike that is capable of containing 10% of the total enclosed tank volume or 110% of the volume contained in the largest tank, whichever is greater, or use double-walled tanks.*
- *A facility spill kit meeting the permit requirements is located under the exterior stairs of Warehouse 1. Vendors/contractors should maintain spill supplies adequate and appropriate to address the largest spill their operation could generate.*
- *Locate spill kits within 25 feet of mobile fueling operations, and used oil storage/transfer stations.*
- *Assure that fueling nozzles are not locked in the open position. Do not “top-off” of tanks being refueled.*



- Block, plug or cover storm drains that receive runoff from areas where mobile fueling or maintenance is occurring.
- Use drip pans or equivalent measures for all petroleum transfer operations.
- Use drip pans or other effective measures below leaking vehicles (including inoperative vehicles).
- Drip pans must be managed to prevent overfilling. Dispose of drip pan contents properly.
- Absorbents must be managed to prevent impacts to stormwater during storm events.
- Locate materials/equipment/activities so that leaks are contained.
- Don't allow anything to blow or flow into the water.
- Spill Response Procedures: In the event of a leak or spill:
 - If you are appropriately trained and it is safe to do so, use spill kits to stop or contain the spill
 - Notify Port management at the contact numbers below
 - Follow Port instructions on spill cleanup and reporting.

Training

The contents of this stormwater briefing must be shared with subcontractors and sub-vendors.

Illicit Discharges

Illicit Discharges are any discharges to the stormwater system not composed entirely of stormwater and are prohibited at this facility. Water from washing vehicles or equipment, buildings, pavement, steam cleaning and/or pressure washing is considered process wastewater. Process wastewater must not be discharged to the ground, comingled with stormwater, or allowed to enter storm drains.

Structural, Treatment, and Erosion and Sediment Control BMPs

- Use grading, curbing or other means to keep pollutants away from stormwater.
- Material Management Practices -- Minimize the exposure of manufacturing, processing, and material storage (including loading and unloading, storage, disposal, cleaning, maintenance, and fueling operations) to rain, snow, snowmelt, and runoff by either locating these industrial materials and activities inside or protecting them with storm resistant coverings.
- Use sediment and erosion control BMPs when working in areas of exposed soils.

This facility is equipped with stormwater treatment systems. Operations at the BST must be conducted in a manner that maintains the operation of those systems and prevents damage to them. Observe storm drainage and stormwater pollution prevention systems during daily activities and report any issues to Port management.

Notify Port management of:

1. Any outside leak, spill, or situation that can cause contamination of stormwater.
2. Any oil sheen in stormwater discharge or in receiving water.
3. Any unsatisfactory stormwater pollution control system operation.

Contact Phone Numbers:

1. Port of Bellingham Marine Terminals Manager: Jon Olson, 425-275-1960
2. Port of Bellingham Environmental Specialist: Alice Cords, 360-820-0108

Additional Requirements:

In his or her sole and exclusive discretion, the Port of Bellingham's Marine Terminals Manager may require compliance with additional specific or general BMPs as a condition precedent to the use of Port facilities or services.

Acknowledgement of receipt and understanding of stormwater pollution prevention briefing:

Signature, Tenant/Contractor/Vendor Representative

Date