

PROPERTY AND FACILITY MANAGEMENT PLAN
FOR POLLUTION REDUCTION

Prepared for
Skagit County, Washington
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SKAGIT COUNTY PROPERTY AND FACILITY MANAGEMENT PLAN FOR POLLUTION REDUCTION

1. Plan Purpose

This Skagit County (County) Property and Facility Management Plan for Pollution Reduction is intended to establish operating policies to achieve the following objectives:

- Protect the health, safety, and welfare of the community
- Protect water resources and help meet the requirements of the Western Washington Phase II Municipal Stormwater Permit, Section S.5.C.5.g
- Provide efficient, cost-effective maintenance of the County's facilities.

2. Existing County Operating Policies

In addition to this plan, Skagit County has a number of documents relating to pollution reduction efforts associated with property and facility management. In general, the latest version of the Department of Ecology Surface Water Management Manual, Volume IV, Source Control BMPs is a good source of information on pollution-reducing measures for municipal operations.

County facilities presenting opportunities for pollution-reducing maintenance efforts include, but are not limited to, the following:

- **Parks and Open Space:** Pollution-reducing measures can be found in the Skagit County Integrated Pest Management Plan for Roads, Parks and Open Space.
- **Road right-of-way maintenance:** Pollution-reducing measures followed by the County are contained in the Skagit County Roads Division Activity Guides, Skagit County Integrated Pest Management Plan for Roads, Parks and Open Space and the Skagit County Roadside Vegetation Management Objectives.
- **Maintenance yards:** Pollution-reducing measures can be found in the Stormwater Pollution Prevention Plan (SWPPPs) for the Burlington Road Shop.
- **Stormwater treatment and flow control facilities:** Pollution-reducing measures followed by the County are contained in the Western Washington Phase II Municipal Stormwater Permit (as adopted by Skagit County), and the Stormwater Management Manual for Western Washington (Ecology Manual).
- **Buildings, driveways, and parking lots:** Pollution-reducing measures followed by the County are contained in the Skagit County Roads Division Activity Guides and the Property and Facility Management Plan for Pollution Reduction.

The above-noted documents establish operating policies to reduce pollutants discharged from all lands owned or maintained by the County through a variety of activities including the following:

- **Application of fertilizers, pesticides, and herbicides:** See the Skagit County Integrated Pest Management Plan for Roads, Parks, and Open Space.
- **Sediment and erosion control:** See the applicable sections of the Western Washington Phase II Municipal Stormwater Permit (as adopted by Skagit County) and the Ecology Surface Water Management Manual.

- **Landscape maintenance and vegetation disposal:** See the Skagit County Integrated Pest Management Plan for Roads, Parks, and Open Space
- **Driveway and parking lot maintenance:** See the Regional Road Maintenance Endangered Species Act Program Guidelines, the Skagit County Roadside Vegetation Management Objectives, and the Ecology Manual.
- **Trash management:** The pollution-reducing measures followed by the County are contained in Section 3 of this Property and Facility Management Plan for Pollution Reduction.
- **Building exterior cleaning and maintenance:** The pollution-reducing measures followed by the County are contained in Section 4 of this Property and Facility Management Plan for Pollution Reduction.
- **Lake Management:** see Integrated Aquatic Plant Management Plans

In general, the Ecology Manual, Volume IV, Source Control BMPs is a good source of information on pollution-reducing measures for municipal operations.

3. Trash Management

To reduce pollutant discharges from municipal facilities, the following guidelines should be followed:

- Monitor trash bins, dumpsters, and other receptacles to ensure that they have sufficient volume to accommodate trash between pickups.
- Assess the appropriateness of the receptacles for the conditions in which, and purposes for which, they are used.
- Ensure that receptacles are located so as to facilitate their intended uses.
- Monitor receptacle condition and ensure proper functioning, including appropriate lids and no leakage.
- Perform routine good housekeeping to protect public health, prolong the usability of trash receptacles, curtail pollutant discharge, and minimize pest attractants.
- Monitor pests and take pest management actions in accordance with the County Integrated Pest Management Plan.

4. Building Exterior Cleaning and Maintenance

To reduce pollutant discharges from repair, maintenance, and cleaning activities, a good strategy is to ensure that storm drains accept only uncontaminated runoff. It is generally easier and more cost-effective to keep pollutants out of storm drains than it is to remove them from stormwater runoff.

Actions to protect the stormwater system and reduce pollution in streams, wetlands, rivers, and other waters include the following:

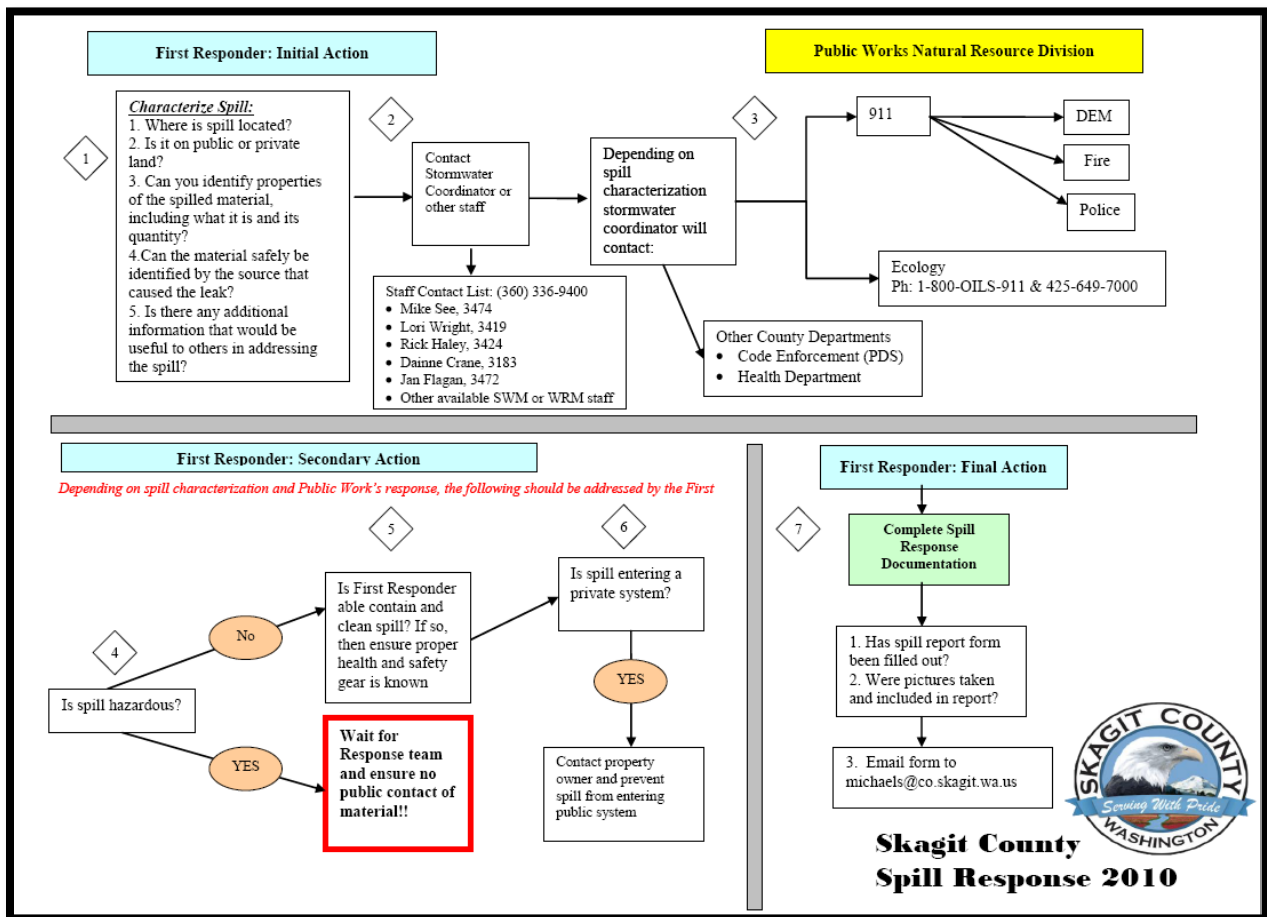
- Washing and cleaning up with as little water as possible
- Minimizing use of cleaners, chemicals, and other potentially polluting materials
- Discharging wash water to areas other than to storm drains (e.g., discharging to a sanitary sewer with permission of Skagit Public Utility District, or discharging to lawns or other vegetated areas)
- Blowing materials away from gutters or drains during cleanup operations
- Using ground cloths when painting, sandblasting, scraping, etc.
- Using ground cloths or oversize tubs as containment areas for mixing paints, cleaners, etc. and for tool cleaning
- Preventing spills and immediately cleaning up any spills that may occur (see Section 5, Spill Response)
- Cleaning structural stormwater BMPs (e.g. catch basin filter inserts, oil water separator, etc.)

- Ensuring that all contractors performing maintenance and repairs for the County follow all County pollution reduction and prevention procedures

For pollution-reducing measures for specific facilities, see the SWPPP for that facility.

5. Spill Response Procedures

In case of a spill, County staff will follow the matrix shown below to ensure proper reporting and cleanup occurs to prevent contamination of stormwater.



6. References and Further Information

This Property and Facility Management Plan for Pollution Reduction was developed relying on information from the following sources:

- Skagit County Roadside Vegetation Management Objectives
- Skagit County Roads Divisions Activity Guides
- Stormwater Management Manual for Western Washington Volume IV, Source Control BMPs, prepared by Washington State Department of Ecology, Water Quality Program, February 2005
- Western Washington Phase II Municipal Stormwater Permit: National Pollution Discharge Elimination System and State Waste Discharge Permit for Discharges from Small Municipal Separate Storm Sewers in Western Washington
- Lake McMurray Integrated Aquatic Plant Management Plan, 1998
- Integrated Aquatic Plant Management Plan for Lakes Erie and Campbell, 2000
- Big Lake Integrated Aquatic Vegetation Management Plan, 2004
- Skagit County Noxious Weed Control Board