



**Los Angeles County Municipal Storm Water Permit (Order 01-182)
2011-2012 Individual Annual Report Form – City of San Dimas
Attachment U-4**

Attachment A.6. IC/ID Elimination Implementation Program

Individual Annual Report, Section IV.F.1.

City Comment:

San Dimas has implemented L.A. County's Model Program for Illicit Connections/Illicit Discharges Elimination with the following requirements:

- Develop and maintain a listing of all permitted connections to the storm drain system.
- Map all illicit connections and discharges and transmit to Principal Permittee.
- Train all targeted employees who are responsible for identification, investigation, termination, cleanup, and reporting of illicit connections and discharges.
- Field screen open channels in the storm drain system for illicit connections.

The attached memo is periodically sent to all staff responsible for implementing the provisions of the IC/ID Elimination Program, including clerical staff that receive reports and dispatches appropriate personnel; as well as field crews, inspectors and code compliance officers who investigate the reports.

Once a discharge or connection has been terminated, the NPDES Coordinator completes the paperwork and follows-up with any further corrective actions, if needed.



City of San Dimas Public Works Department

TO: City of San Dimas Staff

SUBJECT: SPILL-RESPONSE PROTOCOL

Attached is a protocol flow-chart produced by L.A. County Department of Public Works which is to be followed, effective immediately, should any City employee witness or receive a report of illicit connections or illicit discharges into the City storm drain system. In the event of a non-hazardous spill, the first personnel to respond will be our street crews and administrative technician. If the administrative technician is unavailable at the time, then a street crew should still be dispatched immediately, and the administrative technician should be notified as soon as possible. In order to prevent spills from reaching the storm drain system, it will be necessary for the first person(s) on the scene to:

1. Take pictures of the flow for the City's records and to use as proof of responsibility. If responding personnel does not have a camera, then he/she should call for a camera.
2. Use sandbags or absorbent "kitty litter" to dam the flow from reaching the storm drain.
3. If the perpetrator is still in the process of creating an illicit discharge, identify yourself as a City employee and politely inform the perpetrator that he/she is acting in violation of the City's NPDES permit and must stop immediately.
4. Contact the administrative technician to initiate follow-up procedures.

In order to respond in the most efficient manner possible, the administrative technician, along with City personnel who typically work in the field, will carry a small bag of kitty litter and/or a sandbag in their vehicles at all times, to be used in the event of a spill that needs to be contained immediately. The administrative technician will then attempt to determine the responsible party, make sure that the spill is cleaned up, and create the necessary records for our files. Code Enforcement will be consulted only in an advisory capacity on spills within the public right-of-way.

In the event that City Hall receives a report of a HAZARDOUS spill, the first entity to contact would be the L.A. County Fire Department Hazardous Materials Division at (323) 890-4000. City crews should also be available to assist as needed and, again, the administrative technician will be responsible for following-up with the necessary paperwork based on information received from City crews and/or the HAZMAT team.

Attachment

df/SpillResponseProtocol

SPILL RESPONSE PROCEDURE

