

PIERCE COUNTY ACCIDENTAL SPILL PREVENTION PROGRAM PLAN SUBMITTAL

I. GENERAL INFORMATION

A. INDUSTRIAL USER

1. Facility Name: _____

2. Company Name: _____

3. Mailing Address: _____

4. Facility Address: _____

5. Signing Official, Name: _____

Title: _____ Phone: _____

6. Contact Official, Name: _____

Title: _____ Phone: _____

7. Are you the (check one) Land Owner? Lessee?
If a Lessee, include the name, address and phone number of the Land Owner or Property Manager.

Name: _____

Title: _____ Phone: _____

Mailing Address: _____

8. Primary Business Activity: _____

9. Standard Industrial Classification (SIC) code(s): _____

10. List all Local, State and/or Federal environmental permits held, including numbers:

11. Is the wastewater discharge from your facility (check one) Existing? Proposed?

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II. PLANT AND PROCESS DATA

A. PLANT OPERATION

1. Is business subject to seasonal variations? Yes _____ No _____
If yes, please describe variations:

2. Number of work days per week: _____

3. Total number of employees: _____

	1st Shift	2nd Shift	3rd Shift
Start/end time of shifts:	_____	_____	_____
Number of Employees per shift:	_____	_____	_____

4. Months of peak operation: _____

5. Scheduled shutdown periods: _____

6. Are manufacturing processes (check one) Batch? Continuous? Both?
If both, explain: _____

7. Plans for expansion: Yes _____ No _____

B. PROCESS ACTIVITIES

1. List each separate production or process activity that takes place in your facility. Examples: cooking, equipment washing, metal forming, chemical formulations, painting, etc:

2. Will your facility pretreat any wastewater prior to discharge to the sanitary sewer? Yes _____ No _____

If yes, describe the pretreatment method, equipment and location(s):

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III. CHEMICAL STORAGE AND SPILL PROCEDURES

A. FACILITY LAYOUT DIAGRAM

You will need to submit a layout of the facility, drawn to scale, with this application. Your submittal must include: the facility boundaries (including building walls, entrances, exits, streets, alleys, north arrow and other pertinent physical structures), the location of municipal sewer lines (including manholes and cleanouts) and stormwater catch basins, location of all floor drains, sewer lines and other points of discharge to the municipal sewer system, location and labeling of pH meters, flow meters and/or pretreatment equipment, location of chemical materials storage, and the location and identification of process discharges. Processes may be identified by number as long as they correspond with those shown on the Process Schematic Diagrams in Section B of this application. Professionally prepared drawings may be required by the County.

1. List all principal materials, including any raw materials, cleaning agents, solvents, plating solutions, resins, catalysts, photo compounds, process chemicals, etc., that are regularly used or stored in your facility. These names may be obtained from the labels attached to the containers of the materials. Also list the quantity used and what the material is used for at the facility. The location(s) must be noted in the facility layout diagram in Section A. above.

	<u>Brand Name</u>	<u>Generic Name</u>	<u>Principal Chemical Constituents</u>	<u>Annual Usage</u>	<u>Facility Use</u>
(Example)	Nogrease	Degreaser	Trichloroethylene	100 gallons	Cleaning
a.	_____	_____	_____	_____	_____
b.	_____	_____	_____	_____	_____
c.	_____	_____	_____	_____	_____
d.	_____	_____	_____	_____	_____
e.	_____	_____	_____	_____	_____
f.	_____	_____	_____	_____	_____
g.	_____	_____	_____	_____	_____
h.	_____	_____	_____	_____	_____
i.	_____	_____	_____	_____	_____
j.	_____	_____	_____	_____	_____
k.	_____	_____	_____	_____	_____
l.	_____	_____	_____	_____	_____
m.	_____	_____	_____	_____	_____

2. Please list, in the spaces provided below, any other hazardous, flammable or corrosive materials, products and/or wastes that will be used or stored on site. The location(s) of the materials must be noted on the facility layout diagram in Section A. above.

Type of material	Volume	Where Stored on Site
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

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3. Submit all Material Safety Data Sheets (MSDS) for materials that will be discharged to or have the potential to be discharged to the sanitary or storm sewers.

4. Does your facility have an EPA Generator No./ State ID No.? _____

B. PROCESS SCHEMATIC DIAGRAM

You will need to submit a schematic process diagram of your facility showing locations of all process sites, sewer connections and possible spill pathways, drawn to scale, with this application. The diagram must also show directions of flow and locations of possible sampling points. For reference and field orientation, include a North arrow and show location of buildings, alleys, streets and other pertinent landmarks. Professionally prepared drawings may be required by the County.

List all sewer connections, size, and flow. Assign sewer reference numbers and show on the schematic diagram described Section B. above.

<u>Sewer Number</u>	<u>Sewer Size (inches)</u>	<u>Description of Sewer Connection Location</u>	<u>Average Flow (gallons per day)</u>
1	_____	_____	_____
2	_____	_____	_____
3	_____	_____	_____

C. DESCRIPTION OF SPILL PREVENTION AND RESPONSE PROCEDURES

1. Describe all existing or proposed equipment for spill prevention, detection and containment:

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2. Describe your facility's procedures for spill response, containment, and ultimate disposal:

3. Describe your facility's spill reporting procedures to Emergency and Regulatory Agencies:

Contact Pierce County Sewer Utility Division Always and Immediately at: **(253) 798-3013, (253) 798-3007, or (253) 565-3440.**