

City of Placentia
STORMWATER POLLUTION PROGRAM

APARTMENT MANAGER'S CHECKLIST

The most important thing to know about sewers and storm drains is that they are two different systems. All outside storm drains flow directly to the nearest creek or river, where pollutants such as paint, oil, soap, and chemicals can harm fish, wildlife, and people. In contrast, all indoor drains (sinks, showers, toilets) flow directly to the sewage treatment plant. There, the water undergoes advanced treatment that removes toxic materials. Many people mistakenly believe they can discharge toxics into storm drains without harm. ***Apartment managers can play a key role in helping prevent the creek damage that results and reducing the likelihood of a costly clean-up.***

First, you can help educate residents and maintenance staff on the vital difference between storm drains and indoor plumbing. Second, you can follow the suggestions on the Manager's Checklist below. **Be part of the solution for clean water!**



Manager's Checklist for Routine Site Inspections

- Landscaped Areas
- Building Maintenance Areas
- Parking Areas
- Dumpster Areas
- After Evictions/Move-Outs

Landscaped Areas

- Yard clippings and leaves are disposed of in yard waste recycling containers. In rivers, streams, and channels yard clippings and leaves can harm fish by removing oxygen from the water.
- Pet feces should be picked-up and disposed of in the garbage. Pet waste washed into rivers, streams, and channels can cause harmful water-borne diseases.
- Check the irrigation system to prevent overwatering. Overwatering wastes precious water and can carry harmful fertilizers and pesticides into rivers, streams, and channels through the street and storm drains. Check the City website for water conservation tips at www.placentia.org
- Gutters should be watched for signs of discharge. Gutters wet from anything but rainwater during dry weather could mean pollutants have the potential to enter the storm drain system and cause potential pollution. Locate the source. If more than rain water or irrigation water blocks the flow into the storm drain system then clean-up the spill. If the substance has entered the storm drain system and a storm drain cleaning company is unable to respond, immediately call the City at (714) 993-8149. If caught in time, substances can be prevented from reaching waterways.

Building Maintenance Areas

- Chemicals, paints, solvents, cleaning agents, oils, fuels, pesticides and other toxic materials should be properly stored in a covered area. This will prevent contact should it rain. These chemicals should also be kept out of reach of children and others who may want to tamper with them. State regulations must be followed in disposing of hazardous materials. Orange County

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residents can dispose their household hazardous waste at any of the County collection centers. Visit <http://wastefreeoc.com/hazardous/> for more information.

- Construction materials such as concrete, dry wall, dirt, and paint are stored under a waterproof cover and away from storm drains. These materials are extremely harmful to fish and their habitat.
- Discuss disposal practices with builders, painters, carpet cleaners and other who work in the complex. Storm drains must never be used to dispose of paint, construction wastes or cleaning wastewater. Storm drains must never be used to dispose of paint, construction wastes or cleaning wastewater. Include appropriate language in work contracts to ensure a contractor's responsibility to prevent illegal discharges.

Parking Areas

- Automotive fluids leaked from vehicles are to be cleaned from the pavement. Dripping oil, antifreeze, and other automotive fluids can easily wash into rivers, where they are lethal to fish and wildlife. Use absorbents like kitty litter on puddles or drips or use drip pans, then dispose of as hazardous waste at the nearest Household Hazardous Waste Collection Center <http://wastefreeoc.com/hazardous/>.
- Parking areas should be swept rather than watered down to prevent runoff of harmful chemicals, such as oils and grease.
- On-site car washing by tenants should only be permitted when soapy run-off is clearly directed to gravel or landscaped areas. All soaps, even when labeled "bio-degradable" are toxic to fish and wildlife.
- Inspections and grounds clean-up should be performed at least once annually using a method that does not wash materials downstream. Dirt, garbage, leaves, and other debris can wash into storm drains or block them during winter storms.
- All storm drains on site should be labeled "No Dumping – Drains to Ocean." With assistance from the City, you can educate your tenants and show your commitment to preventing stormwater pollution. Call (714) 993-8149 for more information on how the City's Environmental Programs Division can help you.
- Spill clean-up procedures should be in place and staff should be trained on a regular basis on spill prevention and control. If a hazardous spill occurs, call a recommended clean-up service and then immediately notify the City at (714) 993-8149. If caught in time, materials can be prevented from reaching waterways.

Dumpster Areas

- Dumpster lids are to be kept closed at all times.
- The pavement area around the dumpster is to be kept clean, with all wastes deposited into the dumpster. More frequent pick-ups can be scheduled by calling Republic Services at (714) 238-3300.
- Make sure the dumpster does not leak and has a drain hole plug in place. If you detect a leak or missing drain hole in your dumpster, contact Republic Services at (714) 238-3300. Republic Services should replace leaking dumpsters free of charge.

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After Evictions/Move Outs

Evicted tenants can sometimes pose problems, which result in damage to your property. Use the checklist below to help assure an orderly, trouble free transition.

- Premises with an interior and exterior have been inspected.
- Locks on the doors have been changed to prevent potential vandalism.
- Parking and storage areas have been inspected. This will insure that no illegal dumping of household hazardous waste or chemicals occurred.
- Dumpster and storm drain nearest the tenant's unit has been inspected.
- Garbage left by the tenant has been removed. If the tenant left hazardous materials, please dispose of them properly. If you are unsure of how to dispose of these materials please call the City's Environmental Programs division at (714) 993-8149.

Questions?

Call the Public Works Department, Environmental Programs Division at (714) 993-8149 or visit www.placentia.org

What the Law Says

Apartment managers should let residents know in the rental agreement that dumping or discharging contaminants into storm drains, rivers, or creeks, is against the law. Both the property owner and the offending discharger may be subject to prosecution and fines of up to \$1,000.00 per day, per violation (Placentia Municipal Code Chapter 16.20).

Important Numbers

Environmental Concerns, (714) 993-8149

To Report Illegal Storm Water Discharge, 1-877-89-SPILL