

# Your Actions Prevent Stormwater Pollution!

## Standard Operating Procedures for Water Quality Protection

### General Landscaping Maintenance SOP

#### Why

Standard Operating Procedures (SOPs) have been prepared for all activities conducted that have the potential to impact waters of the state. One of the primary goals of these SOPs is to provide time-tested, generally accepted routine procedures that minimize the potential for release of pollutants during the performance of specific activities.

This Fact Sheet provides an overview of the standard operating procedures used while working within the SEMSWA service area, and your role in implementation of the required controls.



#### What

General Landscape Maintenance is an operational best management practice (BMP) developed to control pollutant discharges by using routine maintenance procedures for mowing and debris control. Application of fertilizers, pesticides and herbicides activities should refer to the Chemical Application SOP.

These procedures are critical steps that must be included during routine landscaping activities within the SEMSWA service area by employees and contractors.

#### Who

All employees or contracted companies responsible for maintenance of landscaped features.

#### Where

All landscaping conducted in the SEMSWA service area. See [www.semswa.org](http://www.semswa.org) for a detailed map.

#### HOW?

##### DO

- Remove paper, debris and trash from the landscaped and surrounding areas, and rake leaves and dispose properly prior to mowing activities.
- After mowing & pulling & trimming, collect grass clippings and all other clippings/trimmings/wastes and take offsite for disposal or dispose in trash on site.
- Ensure that correct procedures are followed and contaminants are kept to a minimum and contained.
- Keep all work areas neat & well organized with only enough chemical to get job done.
- Clean up spills promptly, with DRY methods (rags and absorbents), if possible. Clean up is not complete until the absorbent used is disposed properly.
- Conduct inspections of your work area materials to ensure equipment and containers are secure and in good condition, and stored responsibly. Transfer if leaking observed.
- Keep unused containers closed tightly; use a tight fitting lid; label.
- Only stormwater is allowed in the storm drain. It is illegal to blow leaves, dirt, or grass clippings into storm drains. Notify SEMSWA of any substances or materials not composed entirely of stormwater found entering the storm drain.

##### DON'T

- DO NOT clean equipment or conduct maintenance on equipment on or near the landscaped area, or near a storm drain or other stormwater conveyance feature.
- DO NOT leave grass clippings or trimming residue on landscaped area; collect and dispose of in trash.
- DO NOT apply landscaping chemicals in areas where the residue could make it into the drainageway, channel, ditch, or detention pond (if applicable) during a storm event (see Chemical Application SOP for procedures).
- DO NOT water if chemical applications resulted in excess fertilizer, herbicide or pesticide on the landscaped areas or on the sidewalks or parking lots. Sweep us excess & dispose properly before applying water.
- DO NOT attempt to clean up any unidentified or possibly hazardous materials found on or around landscaped areas during maintenance; notify supervisor immediately upon discovery of hazardous materials.

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## Standard Operating Procedures for Water Quality Protection

### Landscape Chemical Application SOP

#### Why

Standard Operating Procedures (SOPs) have been prepared for all activities conducted that have the potential to impact waters of the state. One of the primary goals of these SOPs is to provide time-tested, generally accepted routine procedures that minimize the potential for release of pollutants during the performance of specific activities.

This Fact Sheet provides an overview of the standard operating procedures used while working within the SEMSWA service area, and your role in implementation of the required controls.



#### What

Chemical Application procedures during routine landscape maintenance activities consist of operational best management practices (BMPs) developed to minimize or prevent the discharge of pesticides and fertilizers deposited into the drainage system by promoting proper storage and application of chemicals during landscape maintenance activities.

These procedures are critical steps that must be included in every landscape maintenance activity that includes chemical application to either control weeds or pests or to provide adequate fertilization.

#### Who

All employees, or contracted services, who work with any landscape chemicals.

#### Where

Where pesticides, herbicides or fertilizers are stored, mixed, applied, recycled or disposed in the SEMSWA service area. See [www.semswa.org](http://www.semswa.org) for a detailed map.

#### HOW?

##### DO

- Utilize soil test analyses to optimize fertilizer applications.
- Follow label directions when storing, handling, mixing, recycling and disposing of chemicals and empty container; properly calibrate application equipment to ensure proper amount of chemicals are applied.
- Have spill cleanup materials available and ready to go in case of spill; clean up chemical spills promptly, with DRY methods, if possible.
- When watering landscaped area after fertilizer application, take care to not allow water to runoff into streets or other conduits to the waterways.
- Recycle or dispose of all spent or excess chemicals properly and promptly.
- Keep application equipment clean; do not allow a buildup of chemicals.
- Keep all pesticide and herbicide chemicals in leak proof shelters away from elements to help prevent contamination of the stormwater system.
- Keep all fertilizer chemicals covered to keep dry and reduce water damage.
- Keep unused containers closed tightly; use a tight fitting lid; label containers.

##### DON'T

- DO NOT keep chemicals in a damaged container; replace or transfer chemicals to new holding containers.
- DO NOT transfer, pour or dispose of chemicals outdoors, near or in storm drains, or drainage areas; transfer over impervious surface so spills can't seep into ground.
- DO NOT apply landscape chemicals to frozen ground.
- DO NOT handle chemical containers alone if awkward or require over-exertion on your part. Get help and spread the weight load so accidents don't happen.
- DO NOT over-water landscape areas after fertilizer application such that water discharges off-site, to the street or to the waterway directly.
- DO NOT over-purchase landscaping chemicals; keep only necessary quantities on hand.
- DO NOT apply chemicals if not had proper training on uses, types, amounts, and application requirements.