

SCHEDULE "E"

CODE OF PRACTICE FOR AUTOMOTIVE AND PARKING LOT OPERATIONS

1.0 APPLICATION

- 1.1 This code of practice describes the terms and conditions for discharge of wastewater from automotive operations and parking lot operations into a municipal storm drainage system, and is adopted under the authority of section 8(3)(a) of the *Community Charter*.
- 1.2 In this code of practice:
- (a) **"automotive operation"** means sales, rental, service, fueling, repair, or maintenance of vehicles by any commercial, industrial or institutional operation or by a public authority and includes incidental vehicle wash operations;
 - (b) **"cleaned out"** means to have the settled material and floating material collected in the storm water rehabilitation unit removed and disposed in a manner that meets all regulations;
 - (c) **"display vehicle rinse operation"** means the rinsing of the exterior of a vehicle while the vehicle is located in a display area by any vehicle dealership;
 - (d) **"drive through lane"** means an area for vehicles for customer service provided to a customer while the customer remains within a motor vehicle;
 - (e) **"operator"** means the owner of the business responsible for the activities on the site or an appointed designate in charge of the site and subsequent activities;
 - (f) **"parking lot operation"** means the provision of one or more drive through lanes or spaces (covered or uncovered) to store an unattended vehicle by any multi-family residential, commercial, industrial or institutional operation or by a public authority, but does not include roads and streets or properties that have fewer than 10 parking spaces;

- (g) “**sampling point**” means a location where a representative sample of the discharge into the municipal drainage system may be collected;
- (h) “**spill**” means a release or discharge into the storm sewer or watercourse of a substance that causes or may cause the storm water discharge from the site to exceed the restrictions specified in Schedule “A”;
- (i) “**storage containment area**” means an area with a containment system constructed of an impervious material and designed to prevent the release of a liquid material stored in a primary container from entering the municipal drainage system in the case of a spill or rupture of the primary container;
- (j) “**storm water rehabilitation unit**” means works or technology that will achieve a storm water quality that meets the restrictions specified in Schedule “A” of this bylaw under the conditions of a storm event of 12.5 mm/hour;
- (k) “**vehicle**” means a vehicle as defined under the *Motor Vehicle Act* as amended from time to time;
- (l) “**vehicle wash operation**” means the washing of the exterior of a vehicle but does not include a display vehicle rinse operation.

2.0 DISCHARGE REGULATIONS

- 2.1 An operator of an automotive operation or parking lot operation must not discharge wastewater which, at the point of discharge into the municipal drainage system, contains:
 - (a) water that accumulates in any fuel or storage tank, with the exception of water storage tanks and other tanks that have been properly cleaned to remove residual contaminants;
 - (b) water that accumulates in a storage containment area;
 - (c) rinse water from equipment and parts that have been washed in solvent;
 - (d) wash and rinse water from interior floor washing activities;

- (e) wash water from an automotive operation that could cause the discharge to exceed the levels in Schedule “A” of this bylaw;
 - (f) liquid waste from uncovered storage areas that contain used auto parts and other stored materials that may contribute contaminants and that could cause the discharge to exceed the levels in Schedule “A” of this bylaw.
- 2.2 An operator of an automotive operation or parking lot operation that commences operation after the date of adoption of this code of practice and which discharges wastewater other than storm water from roof drains into the municipal drainage system must install and maintain one or more storm water rehabilitation units to treat the collected storm water prior to discharge.
- 2.3 An operator of an automotive operation or parking lot operation operating on the date of adoption of this code of practice which does not have a storm water rehabilitation unit and which discharges wastewater other than storm water from roof drains into the municipal storm drainage system, must install, within three years of adoption of this code, one or more storm water rehabilitation units to treat the collected storm water prior to discharge.
- 2.4 A storm water rehabilitation unit installed under sections 2.2 and 2.3 must:
- (a) ensure that the discharge into the municipal drainage system is equipped with a sampling point; and
 - (b) have the sampling point readily and easily accessible at all times for inspection.
- 2.5 An operator of an automotive operation or parking lot that has a storm water rehabilitation unit that does not have a sampling point on the date of adoption of this code of practice must install a sampling point within two years of the date of adoption of this code of practice.
- 2.6 An operator of an automotive operation or parking lot operation who installs a storm water rehabilitation unit on or after the date of adoption of this code of practice must locate the storm water rehabilitation unit so that it is readily and easily accessible for inspection and maintenance.

- 2.6 An operator of an automotive operation or parking lot operation subject to sections 2.2 or 2.3 must ensure that all storm water, with the exception of storm water from roof drains and perimeter drains, from the automotive operation or parking lot operation is directed to one or more storm water rehabilitation units before being discharged into the municipal storm drainage system.
- 2.7 An operator of an automotive operation or parking lot operation must not dispose of oil and grease, solids or other material accumulated in a storm water rehabilitation unit into the municipal storm drainage system.
- 2.8 An operator of an automotive operation or parking lot operation must not use or permit the use of intentional high volume flows, chemical agents, solvents, hot water or other agents to facilitate the passage of oil and grease through a storm water rehabilitation unit.
- 2.9 An operator of an automotive operation or parking lot operation:
- (a) must not permit floating oil and grease to accumulate in the storm water rehabilitation unit in excess of 75% of the design capacity of the storm water rehabilitation unit;
 - (b) must not permit the settled solids to accumulate in the storm water rehabilitation unit in excess of 75% of the design capacity;
 - (c) must inspect the storm water rehabilitation unit and measure the accumulated solids and floating oils at least once every 12 months to verify the requirements under (a) and (b);
 - (d) must clean or cause the cleaning of the storm water rehabilitation unit within seven working days of determining that any levels prescribed in section (a) or (b) have been exceeded.

3.0 SPILL PREVENTION AND RESPONSE

- 3.1 An operator of an automotive operation or parking lot operation must ensure that solvents, antifreeze, oil, automotive liquids and other hazardous materials be stored within a secondary spill containment system to prevent the discharge of spilled material into the municipal drainage system if:
- a) the materials are stored at ground level; and

- b) the materials are stored in containers over 50 litres; and
 - c) the materials are not contained in permanent engineered containers that are protected from vehicle contact; and
 - d) the storage of the materials is not otherwise regulated by an enactment.
- 3.2 An operator of an automotive operation or parking lot operation operating on the date of adoption of this code of practice must prepare a spill response plan within six (6) months after the date of adoption of this code of practice.
- 3.3 An operator of an automotive operation or parking lot operation that commences operation after the date of adoption of this code of practice must prepare a spill response plan within 60 days of commencing operation.
- 3.4 The spill response plan must:
- (a) specify the response for containment and clean-up of all spills of hazardous material;
 - (b) define the roles and responsibilities of the operations personnel for spill response;
 - (c) include contact names and telephone numbers for appropriate agencies; and
 - (d) provide a checklist of spill response equipment and supplies.
- 3.5 In the event of a spill, an operator of an automotive or parking lot operation must immediately implement the provisions of the spill response plan specified in sections 3.2 and 3.3, when safe to do so to prevent or discontinue the discharge of spilled material from entering into the municipal drainage system.
- 3.6 As part of a spill response plan, an operator of an automotive operation or parking lot operation who operates a storm water rehabilitation unit must inspect the storm water rehabilitation unit for spilled material within four hours after a spill has been detected.
- 3.7 An operator of an automotive operation must keep spill prevention and clean-up equipment and supplies at the business location and in stock at all times.

- 3.8 An operator of an automotive or parking lot operation must keep the spill response equipment and supplies identified in the spill response plan specified in sections 3.2 and 3.3 at the location of the automotive or parking lot operation and readily available at all times.

4.0 RECORD KEEPING AND RETENTION

- 4.1 An operator of an automotive operation or parking lot operation must keep a record of all inspection and maintenance activities in relation to the storm water rehabilitation unit, including:
- (a) the date of inspection or maintenance;
 - (b) a description of maintenance conducted; and
 - (c) the name and address of the disposal or recycling company or facility handling the material removed from the storm water rehabilitation unit.
- 4.2 An operator of an automotive operation or parking lot operation must keep a record at the automotive operation of all spills, including:
- (a) the date of spill;
 - (b) the type of material spilled;
 - (c) the quantity of material spilled; and
 - (d) the spill response action.
- 4.3 An operator of an automotive operation or parking lot operation must keep the spill response plans required under sections 3.2 and 3.3 available for inspection by a bylaw enforcement officer or the Director.
- 4.4 The records required under sections 4.1 and 4.2 shall be retained for a period of two years and shall be available for inspection by a bylaw enforcement officer or the Director.