Stormwater Pollution Prevention Plan

for

Rowan County Airport
Salisbury, North Carolina, USA

Prepared for:

Rowan County Airport
3670 Airport Loop Road
Salisbury, NC 28147

NPDES Permit No. NCG150057

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JANUARY 15, 2011

STORMWATER POLLUTION PREVENTION PLAN CERTIFICATION

for

Rowan County Airport
3670 Airport Loop Road
Salisbury, North Carolina 28147

"I certify under penalty of law that this document and attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fines and imprisonment for knowing violations" (as specified in Part III, Section B, Paragraph 5, of the Permit).

Authorized Signatory

Printed Name: Thad Howell Title: Airport Manager

Signature: _____ Date: _____

Phone Number: (704) 216-7749

Airport Name: Rowan County Airport

PREFACE

This Stormwater Pollution Prevention Plan (SWPPP) has been prepared for the Rowan County Airport and provides the information needed to guide the Airport and its tenants in the identification of potential sources of pollution and implementation of work practices and other actions that will prevent or control the potential for degradation of stormwater runoff. The Airport is currently permitted under NPDES Permit No. NCG150057 (effective date January 15, 2010). The Airport submitted a Notice of Intent to be covered under the Airport General Permit No. NCG150000 in accordance with the procedures in 15NCAC 2H.0100. In order to be covered under General Permit No. NCG150000, the Airport must develop and implement a SWPPP within one year of the date that its NPDES Permit No. NCG150057 was approved. This SWPPP was developed in accordance with Airport General Permit No. NCG150000 to Discharge Stormwater under the National Pollutant Discharge Elimination System (NPDES), effective September 1, 2009.

Implementation of this SWPPP will begin on or before January 15, 2011.

This SWPPP is intended for use by the Airport and its tenants. The SWPPP has been designed to facilitate:

1. Effective management of materials related to industrial activities on the Airport that can contribute to the degradation of stormwater runoff
2. Consistent administration of the Airport's SWPPP

By implementing the SWPPP, the intended result is improved water quality through the reduction of pollutants contained in stormwater discharges. The SWPPP represents a "living" document, which must be routinely updated and revised to reflect changes at the Rowan County Airport.

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1.0 INTRODUCTION

Rowan County Airport is owned and operated by Rowan County. Rowan County is responsible for providing stormwater oversight for staff and tenants who conduct industrial activities at the Airport. Figure 1 (Appendix B) depicts the general location of the Airport.

The primary services that are provided by the Rowan County Airport and its tenants are as follows:

- General aviation
- Aircraft ground service equipment maintenance
- Airport and aircraft services and maintenance
- Parking

Approximately 10 percent of the Airport property is impervious, being covered by buildings and paved areas (i.e., runways, taxiways, aircraft parking aprons, roadways, and parking lots). Vegetative surfaces (primarily mowed grass) comprise the remainder of the facility.

2.0 AIRPORT LOCATION

Figure 1 shows the Airport location (Appendix B).

Airport Name:	Rowan County Airport		
Street Address:	3670 Airport Loop Road		
City:	Salisbury	County:	Rowan
Airport Size (acres):	558.4	Latitude:	N 35° 38' 45.1900"
SIC Code:	4581	Longitude:	W 80° 31' 13.0600"
Adjacent Land Use (North):	Heavily wooded (undeveloped), some residential, Rowan Mill Road		
Adjacent Land Use (South):	Commercial, Airport Road		
Adjacent Land Use (East):	Heavily wooded (undeveloped), some residential, Airport Loop Road		
Adjacent Land Use (West):	Wooded (undeveloped) areas, some residential, National Guard Road		
Additional Information:	Airport terminal and parking is located at 3670 Airport Loop Road		

3.0 AIRPORT DESCRIPTION

The Airport and/or its tenants currently engage in the following categories of industrial activity:

- Aircraft/aircraft support equipment maintenance
- Aircraft refueling
- Vehicle and equipment refueling
- Aircraft storage
- Aircraft cleaning and janitorial services
- Aircraft painting
- Airport hangar rental

Table 3.1-1 describes the activities performed at the Airport by the Airport and its tenants:

Table 3.1-1
Airport Industrial Activities
Rowan County Airport

Building/Area	Activities/Potential Pollutants
Airport Name: Rowan County Airport	
Activities	☒ Aircraft/Equipment Maintenance ☒ Aircraft Refueling ☐ Aircraft Deicing ☒ Hazardous Materials Storage ☐ Raw Material Stockpiles ☒ Aircraft Painting ☒ Vehicle and Equipment Maintenance ☒ Vehicle and Equipment Refueling
Summary Description: The Airport operates the main terminal building, vehicle parking, aircraft parking aprons, fuel farm, fuel truck parking area, ARFF building, conventional hangars, runways and taxiways, and other facilities and grounds. The Airport sanitary sewer system collects sewage from on-site sanitary facilities and discharges to the City's wastewater treatment plant. An oil/water separator connected to the fuel farm containment area drainage and then discharges into the storm drainage system.	
Main Terminal Building	No industrial activities
Aircraft Parking Aprons	Aircraft storage, aircraft refueling, spill response

Table 3.1-1 Airport Industrial Activities Rowan County Airport	
Building/Area	**Activities/Potential Pollutants**
Fuel Farm	Bulk fuel storage, loading/unloading, refueling of vehicles and equipment, used oil storage, spill response
Fuel Truck Parking Area	Bulk fuel storage, spill response
Airport Rescue and Fire Fighting (ARFF) Building	Vehicle storage building only
Conventional Hangars	Aircraft storage, equipment maintenance, aircraft maintenance, hazmat storage (inside buildings except for some storage outside hangars)
Wash Pad	Aircraft washing, vehicle washing
Outside Equipment Storage	Mowing equipment
Taxiways and Runways	Aircraft operations
Tenant Name: Food Lion – Delhaize	
Activities:	☒ Aircraft /Equipment Maintenance ☒ Aircraft Refueling ☐ Aircraft Deicing ☒ Hazardous Materials Storage ☐ Raw Material Stockpiles ☐ Aircraft Painting ☒ Vehicle and Equipment Maintenance ☒ Vehicle and Equipment Refueling
Summary Description: Food Lion - Delhaize has a conventional hangar off of the southernmost ramp, and it is used for aircraft maintenance and refueling. The tenant performs maintenance inside the hangar. Food Lion - Delhaize has a 10,000-gallon Jet-A fuel tank used for aircraft refueling outside of the hangar. The company has hazmat storage inside the hangar (i.e., oil pans, cases of oil in fire cabinet, and two barrels of waste oil). A floor drain is present inside the maintenance facility. The drain is connected to an oil/water separator that is connected to the sanitary sewer. The hangar also has a spill kit containing pads, tubes, oil dry, etc.	
Conventional Hangars	Aircraft storage, maintenance, spill response

Table 3.1-1 Airport Industrial Activities Rowan County Airport	
Building/Area	**Activities/Potential Pollutants**
Tenant Name: Boss Aircraft Refinishers – Paint Shop	
Activities:	☒ Aircraft/Equipment Maintenance ☐ Aircraft Refueling ☐ Aircraft Deicing ☒ Hazardous Materials Storage ☐ Raw Material Stockpiles ☐ Aircraft Painting ☐ Vehicle and Equipment Maintenance ☐ Vehicle and Equipment Refueling
Summary Description: Boss Aircraft Refinishers has an aircraft maintenance facility located in a conventional hangar leased from the Airport. Maintenance activities are performed inside the hangar. Some sanding takes place in a conventional hangar between the Food Lion – Delhaize and Shoe Show hangars. Hazmat material is stored inside the hangar (i.e., paints, primers, thinners, MEK alcohol, waste oil, and additives). Waste water is collected in a sump in the middle of the hangar and pumped to a holding tank and disposed of by Noble Oil. Small amounts of oil in quart containers and oil dry are kept in the building in case of a spill.	
Conventional Hangar	Aircraft storage and maintenance
Tenant Name: **Carolina Avionics/NC State Highway Patrol**	
Activities:	☒ Aircraft/Equipment Maintenance ☒ Aircraft Refueling ☐ Aircraft Deicing ☒ Hazardous Materials Storage ☐ Raw Material Stockpiles ☐ Aircraft Painting ☐ Vehicle and Equipment Maintenance ☐ Vehicle and Equipment Refueling
Summary Description: The Carolina Avionics/NC State Highway Patrol facility has a makeup of four single-unit hangars within one overall building: two are used for general aircraft maintenance, one is used as an aircraft interior refurbishing section, and one is used as a maintenance section for NC State Highway Patrol helicopters.	

Table 3.1-1 Airport Industrial Activities Rowan County Airport	
Building/Area	**Activities/Potential Pollutants**
Tenant Name: **Shoe Show**	
Activities:	☒ Aircraft/Equipment Maintenance ☒ Aircraft Refueling ☐ Aircraft Deicing ☐ Hazardous Materials Storage ☐ Raw Material Stockpiles ☐ Aircraft Painting ☐ Vehicle and Equipment Maintenance ☐ Vehicle and Equipment Refueling
Summary Description: Shoe Show has a conventional hangar off of the southernmost ramp that offers aircraft maintenance and storage. The hangar contains hazmat storage (inside hangars except for some storage outside hangars). A floor drain is present inside the maintenance facility. The drain is connected to an oil/water separator that is connected to the sanitary sewer.	
Tenant Name: **PrecisionTek, Inc.**	
Activities:	☒ Aircraft/Equipment Maintenance ☒ Aircraft Refueling ☐ Aircraft Deicing ☒ Hazardous Materials Storage ☐ Raw Material Stockpiles ☐ Aircraft Painting ☐ Vehicle and Equipment Maintenance ☐ Vehicle and Equipment Refueling
Summary Description: PrecisonTek leases a private conventional hangar. The company is a machine shop that manufactures parts for aircraft maintenance, rebuilding, and restoring aircraft.	
Tenant Name: **ARFF Facility**	
Activities:	☐ Aircraft/Equipment Maintenance ☐ Aircraft Refueling ☐ Aircraft Deicing ☐ Hazardous Materials Storage

Table 3.1-1 Airport Industrial Activities Rowan County Airport	
Building/Area	**Activities/Potential Pollutants**
	☐ Raw Material Stockpiles ☐ Aircraft Painting ☒ Vehicle and Equipment Maintenance ☒ Vehicle and Equipment Refueling
Summary Description: The building is for fire truck storage only.	

4.0 POTENTIAL SOURCES OF POLLUTION

Figures 2 and 3 illustrate the locations of industrial activities at the Rowan County Airport (Appendix B). These figures identify the facilities, potential pollutant sources, stormwater drainage systems, stormwater discharge outfalls, and drainage boundaries.

4.1 Terminal Building

There are no industrial activities associated with the terminal building.

4.2 ARFF Building

The ARFF building, located south of the terminal building, stores one fire truck for emergency response. There is no evidence of any chemicals or potential pollutants inside the building, and there is no evidence of past spills or leaks. Nothing inside the building is exposed to stormwater.

4.3 Food Lion - Delhaize Maintenance Hangar

A large conventional maintenance hangar operated by Food Lion - Delhaize is located in the southeast corner of the Airport's property nearest the corner of Airport Road and Airport Loop Road. This hangar is located within a cluster of two other conventional hangars (Shoe Show hangar and a hangar used for sanding and resurfacing aircraft). Maintenance activities performed by Food

Lion - Delhaize occur inside the hangar. The company stores small quantities of motor oil (quart containers in cases), two waste oil barrels that are used for changing oil, grease, lubricants, and aircraft washing detergents (Arrow – Magnolia Fleet Wash) that are used for typical aircraft maintenance in the hangar. Waste oil is periodically removed from the waste barrels and disposed of off-site by an outside party. There is a spill kit located inside the hangar for spill response. The hangar has a trench floor drain that is connected to an oil/water separator, which discharges to the public sanitary sewer system. None of these items are exposed to stormwater.

A 10,000-gallon Jet-A double-walled, self-contained refueling tank is located just outside the hangar along the east wall. The piping, pumps, filters, and other appurtenances for the tank are located on the north end of the tank and protected by a rain hood and secondary containment immediately below this equipment as shown in the picture.

4.4 Shoe Show Hangar

A large conventional maintenance hangar operated by Shoe Show is located in the southeast corner of the Airport's property nearest the corner of Airport Road and Airport Loop Road. This hangar is located with two other conventional hangars (Food Lion - Delhaize and a hangar used for sanding and resurfacing aircraft). Maintenance activities performed by Shoe Show occur inside the hangar. The hangar has a trench floor drain that is connected to an oil/water separator, which discharges to the public sanitary sewer system. None of these items are exposed to stormwater.

4.5 Open Shed

To the northeast of the terminal building, there is an open shed containing a tractor and mowing equipment. These items are exposed to stormwater but will not be a potential source of pollution.

4.6 Boss Aircraft Refinishers – Paint Shop

A small conventional maintenance hangar operated by Boss Aircraft Refinishers is located across the ramp from the Food Lion – Delhaize hangar and next to the Carolina Avionics general maintenance hangar. The company resurfaces and repaints aircraft, and activity takes place inside the hangar with the exception of the use of the open

conventional hangar, which lies between the Food Lion – Delhaize and Shoe Show hangars where the extra space is occasionally used for preparation for painting (sanding, buffing, etc.). Paints/primers (approximately 60 gallons), thinners/additives (approximately 20 gallons), MEK solvents, alcohol, and lacquer thinner are stored in the hangar. Wastewater is collected in a sump in the middle of the hangar and pumped to a 1,000-gallon holding tank. Wastewater, MEK rags, paint chips, and thinner pucks are hauled off as waste by Noble Oil.

4.7 Carolina Avionics/NC State Highway Patrol

The Carolina Avionics/NC State Highway Patrol facility consists of four single-unit hangars within one overall building: two are used for general aircraft maintenance, one is used as an aircraft interior refurbishing section, and one is used as a maintenance section for NC State Highway Patrol helicopters. The hangars are located between the single-unit storage hangars south of the terminal building next to the paint shop. Carolina Avionics has a 55-gallon oil drum for waste and a spill kit for cleanup of possible spills or leaks. The highway patrol does only minor maintenance, such as changing oil. The interior refurbishing shop stores waste cans, rags, and solvents to a limited degree. Oil dry is present to aid in cleaning up possible minor spills or leaks.

4.8 PrecisionTek, Inc.

PrecisionTek leases a large private conventional hangar. The hangar is located on the east ramp just to the north of the angled T-hangars. In this hangar, PrecisionTek operates a machine shop that manufactures parts for aircraft maintenance, rebuilding, and restoring aircraft. Small amounts of oil in quart containers are stored in the hangar and used for changing oil in the aircraft, and the waste oil is stored in containers to be recycled.

4.9 Aircraft Wash Pads

Some airport tenants have previously utilized an area located to the west of the Carolina Avionics/N.C. State Highway Patrol hangar as a wash pad (Wash Pad #1). Typical automotive cleaning detergents were used in the aircraft washing. Runoff from the area drained to a drop inlet located nearby the wash area. In order to comply with the non-stormwater discharge requirements of the general stormwater permit, use of this wash pad will be discontinued. Wash Pad #2 located northeast of the maintenance hangar nearest the terminal building and Wash Pad #3 on the northeastern most part of the east ramp will remain suitable areas for aircraft washing and are in compliance with the general stormwater permit. Runoff from these two pads are filtered through grassy areas before entering the storm drainage systems that exit the property at the outfalls shown on Figure 3 (Appendix B).

4.10 Fuel Farm

The Airport currently engages in aircraft refueling. The fuel farm is located on the Airport's property. The main fuel farm is located on the east side of the airfield but west of the terminal building. There are three aboveground storage tanks (ASTs); one 10,000-gallon, double-walled AVGAS tank; and two 10,000-gallon, double-walled Jet-A tanks. The ASTs are self-contained in the event that they were to rupture. Fuel storage tanks at the fuel farm are raised on steel skids and bolted to a reinforced concrete pad. In this area, there are spill kits, absorbent pads, and gloves. Spills or leaks from the tanks drain to the drop inlet in front of the tanks and then to an oil/water separator before entering the storm drainage system.

4.11 Refueling Trucks

There are two primary refueling trucks located at the Airport. One truck is a 3,000-gallon Jet-A fuel truck, and the second one is a 1,200-gallon AVGAS fuel truck. The trucks are parked on a concrete pad at the south side of the fuel farm. Runoff from the mobile refueler parking area also drains to the same drop inlet and then to an oil/water separator before entering the storm drainage system.

5.0 AIRPORT DRAINAGE

There are multiple drainage outfalls for the Airport. Only the outfalls that receive runoff from areas where industrial activities have direct discharges to the stormwater system require visual inspection and qualitative monitoring by the Airport. Figure 1 (Appendix B) depicts the general location of the Airport and the receiving waters. At Rowan County Airport, there are three outfalls that receive runoff discussed in this SWPPP. Figures 2 and 3 (Appendix B) depict the drainage outfalls and the associated drainage basins and identify the airport facilities within the drainage areas. Outfall #1 is located immediately across from the entrance road to the terminal building on the east side of Airport Loop Road. Outfall #1 receives runoff from the south corporate hangar ramp, paint hangar

Table 4.1-1
Bulk Oil and Hazardous Substance Storage
Rowan County Airport

Quantity	Location	Product	Capacity (gallons)	Container Material	Secondary Containment
1	Fuel Farm	Jet-A	10,000	Steel	Double-walled self containment, small front-end secondary containment
1	Fuel Farm	Jet-A	10,000	Steel	Double-walled self containment, small front-end secondary containment
1	Fuel Farm	AVGAS	10,000	Steel	Double-walled self containment, small front-end secondary containment
1	Food Lion – Delhaize Hangar	Jet-A	10,000	Steel	Double-walled self containment, small front-end secondary containment
1	Primary Mobile Refueler	AVGAS	1,200	Steel	None (runoff from pad drains to oil/water separator and into the storm drainage system)
1	Primary Mobile Refueler	Jet-A	3,000	Steel	None (runoff from pad drains to oil/water separator and into the storm drainage system)

and ramp, and the southern third of the main aircraft ramp. The southern third of the aircraft ramp includes the terminal building, ARFF truck (parked in a small building), fuel farm, and maintenance and aircraft storage hangars.

Outfall #2 is located on the east side of Airport Loop Road roughly between the maintenance hangar and the angled T-hangars. Outfall #2 receives runoff from the middle third of the main aircraft ramp that includes T-hangar storage and aircraft tie-down locations.

Outfall #3 is located on the east side of Airport Loop Road approximately 250 feet south of the intersection of Airport Loop Road and Red Acres Road. Outfall #3 receives runoff from the northern third of the main aircraft ramp that includes a corporate hangar and T-hangar storage buildings.

Outfall #1 discharges to a channel/tributary east of the airfield and Airport Loop Road, which flows generally northward. The channel/tributary begins at Outfall #1 and continues for approximately 1.4 miles before feeding into Grants Creek. Grants Creek flows generally northeast for approximately 8.5 miles before feeding into the Yadkin River northwest of Salisbury.

Outfall #2 discharges to a channel east of the airfield and Airport Loop Road just north of Outfall #1, which flows generally eastward. This channel continues for approximately 0.2 mile before feeding into the same tributary as Outfall #1 (approximately 0.25 miles north of Outfall #1).

Outfall #3 discharges to a channel east of the airfield and Airport Loop Road just north of Outfall #2, which flows generally eastward. This channel continues for approximately 0.1 miles before feeding into the same tributary as Outfalls #1 and #2 (approximately 0.45 miles north of Outfall #1).

Rowan County has authorized Rowan County Airport to discharge stormwater to the receiving waters designated as an unnamed tributary to Grants Creek, a class C water in the Yadkin Pee-Dee River Basin, in accordance with effluent limitations, monitoring requirements, and other conditions set forth in Parts I, II, III, IV, V, and VI of the General Permit No. NCG150000.

Outfall # 1 (SDO #1)
Outfall Type: One 60" CMP
Latitude: 35° 38' 19"
Longitude: -80° 31' 07"
Drainage Area: 46.5 acres
Impervious Area: 11.6 acres

Outfall # 2 (SDO #2)
Outfall Type: One 36" CMP
Latitude: 35° 38' 29"
Longitude: -80° 31' 07"
Drainage Area: 14.7 acres
Impervious Area: 8.9 acres

Outfall # 3 (SDO #3)
Outfall Type: Two 36" CMPs
Latitude: 35° 38' 42"
Longitude: -80° 30' 58"
Drainage Area: 38.8 acres
Impervious Area: 9.8 acres

Visual observations of the outfalls will be made by the Airport Manager to check for non-stormwater discharges. Additionally, qualitative monitoring of each outfall will be performed as described in Section 18 and documented using SWPPP Form 6.

6.0 LIST AND LOCATIONS OF REPORTABLE SPILLS OR LEAKS

According to the Airport Manager, there have been no reportable spills or leaks of pollutants that have occurred at the facility in the three years prior to the effective date of this Plan.

7.0 LOCATIONS WHERE POTENTIAL SPILLS AND LEAKS COULD OCCUR

The fuel farm provides the greatest potential for a large spill because of the volume of fuel stored at the facility. The fuel farm has double-walled tanks that are self-contained, and are set inside of a concrete containment dike. The risk of a catastrophic failure of this magnitude is considered low.

There is a moderate risk of spills or leaks during the fueling of aircraft by mobile facilities. AVGAS 100LL is composed of >99.8 percent gasoline, <0.5 percent benzene, and <0.13 percent tetraethyl lead. The individual hydrocarbon components of AVGAS 100LL and Jet-A fuel are differentially soluble in water with aromatic hydrocarbons tending to be more water soluble than aliphatic hydrocarbons. If spilled, the more volatile compounds will evaporate rapidly. According to the Material Safety Data Sheet, the potential for bioaccumulation and/or long-term persistence of these materials in the environment is low to non-existent. In general, naphtha streams exhibit some short-term toxicity to freshwater and marine organisms, especially under closed vessel or flow-through exposure conditions in the laboratory. The components most likely causing toxicity are also highly volatile and can be readily biodegraded by microorganisms.

Mobile fueling facilities are parked during airport operational hours on the ramp next to the fuel farm. The stormwater runoff from this area is caught in a catchment basin in front of the fuel farm tanks and then to an oil/water separator before storm drainage system. **At a minimum, the Airport Manager will ensure that mobile fueling areas are routinely inspected for leaks and/or spills.**

8.0 SITE PLAN

Site plan figures showing the locations of industrial activities, stormwater outfalls, and drainage flow directions are provided as Figures 2 and 3 (Appendix B).

9.0 BEST MANAGEMENT PRACTICES

Best management practices (BMPs) that control or minimize the exposure of materials to stormwater include good housekeeping practices, preventative maintenance training, and a spill prevention and response plan.

Good housekeeping practices include inspections, maintenance, housekeeping of stormwater control systems, facility equipment, facility areas, and facility systems that present a potential for stormwater exposure or stormwater pollution. Weekly inspections are conducted by the Airport Manager in and around the terminal and hangar areas to ensure that these areas are clean and well-maintained and that spills or leaks are cleaned up immediately. The Airport Manager inspects the fueling facilities daily to ensure that these facilities are kept in working order and to ensure that spills or leaks are cleaned up immediately. Additionally, preventative maintenance, associated with the fueling facilities, shall be in accordance with the manufacturer's recommended maintenance.

Drums stored outside are inspected weekly to ensure that lids are fitted tightly, drums are labeled/marked with contents and quantities, and drums are not leaking and are in good condition (no rust, pitting, etc).

Vehicle, aircraft, and equipment washing that occurs on the Airport's wash pad must be conducted so that any runoff from washing shall be directed into the nearby grass swale for natural filtering before following natural topography and entering the storm drainage system. Runoff from washing shall not be allowed to directly enter the nearby in-pavement storm drainage catchment basin. The area around the wash pad shall be routinely inspected for oil sheen or any other unnatural substances.

A semi-annual site inspection (SWPPP Form 7) will be conducted by the Airport Manager. The completed form will be kept on-site for a period of three years.

A schedule for best management practices by the Airport and its tenants is provided as Table 9.1-1.

Certain on-site non-stormwater sources are allowed to discharge under NPDES. The following list presents non-stormwater sources that have the potential to be discharged from any outfall at the Airport:

- Discharges from fire fighting activities and fire hydrant flushing conducted as routine maintenance activity by ARFF
- Potable water sources (excluding discharges of hypochlorinated water, unless the water is first dechlorinated and discharges are not expected to adversely affect aquatic life)
- Lawn watering and similar irrigation drainage

Table 9.1-1
Schedule for Best Management Practices
Rowan County Airport

BMP	Description of Action Required for Implementation	Scheduled Completion for Action	Person Responsible for Action
Good Housekeeping	Continue good housekeeping	Daily	Airport Manager, Line Supervisor, Tenants
Preventative Maintenance	Continue in accordance with manufacturer's recommendations	As required	Airport Manager, Line Supervisor, Tenants
Inspections	Conduct routine inspections	Daily (Fuel) Weekly (Other Areas) Semi-Annually (All Facilities)	Airport Manager, Line Supervisor Airport Manager, Line Supervisor Airport Manager, Line Supervisor
Spill Prevention and Response	Training Implement SPCC Plan	Ongoing January 15, 2011	Airport Manager, Rowan County Risk Manager Airport Manager
Management of Runoff	Inspect outfalls	After storm events	Airport Manager, Line Supervisor

- Water from the routine external washing of structures conducted without the use of detergents or other chemicals and where spills or leaks of toxic or hazardous materials have not occurred (unless spilled material has been removed)
- Water from the routine washing of pavement conducted without the use of detergents or other chemicals and where spills or leaks of toxic or hazardous materials have not occurred (unless spilled material has been removed)
- Air conditioner and compressor condensates
- Water from foundation or footing drains where flows are not contaminated with pollutants such as solvents

According to the Airport, no non-allowable non-stormwater discharges were identified to be occurring at the Airport. As a proactive and conservative measure, the Airport has instituted

additional policies and associated BMPs to further reduce the potential for adverse impact to stormwater quality from certain activities:

- Washing of outdoor pavement where oil and grease might accumulate, such as aprons and parking lots, is only allowed where there is a permitted connection for wash water to discharge to the oil/water separator at the fuel farm before it enters the storm drainage system
- Paved surfaces where aircraft, vehicles, and ground support equipment are parked or where outdoor maintenance of the above occurs must be cleaned as appropriate and power washed on a regular basis

10.0 CERTIFICATION

Non-stormwater discharges, not authorized by an NPDES permit, are unlawful and must be eliminated. The Airport Manager shall visually inspect Outfalls #1, #2, and #3 annually for the presence of non-stormwater and ensure that unauthorized discharges originating on airport property have been eliminated. The Airport Manager shall obtain signature on the certification (SWPPP Form 2) and recertify annually.

11.0 SPILL PREVENTION AND RESPONSE PLAN

Industrial activities conducted by the Airport or commercial tenants represent potential spill sources. At Rowan County Airport, aircraft and equipment maintenance performed by the Airport and commercial tenants does not pose a significant risk since these activities occur inside the hangars, and floor drains in the hangars are connected to the sanitary sewer system. Industrial activities that require spill prevention and response procedures to protect stormwater outfalls are those that are exposed to stormwater. At Rowan County Airport, these include fuel loading/unloading, aircraft fueling, mobile refueler parking, vehicle and equipment washing, and drum and container storage.

11.1 Spill Prevention

Fuel storage tanks at the fuel farm are raised on steel skids and bolted to a reinforced concrete pad. The ASTs are double-walled and self-contained in the event that they were to rupture. Spills or leaks from the tanks drain to the drop inlet in front of the tanks and then to an oil/water separator before entering the storm drainage system.

Runoff from the mobile refueler parking area also drains to the same drop inlet and then to an oil/water separator before entering the storm drainage system.

Aircraft fueling generally occurs on the aprons. During transfer or delivery of fuel to aircraft, the driver and handlers will be responsible for preventing spills. The driver will remain with the vehicle at all times. The driver will ensure that hoses are secure and that proper absorbent materials (e.g., pads, booms, and socks) are available before unloading. The driver will use chock blocks and/or a vehicle break interlock system to prevent premature disconnect of the truck. Spill kits are kept on each truck. Drivers will use chock blocks and/or vehicle brake interlock system to prevent premature disconnect of their truck. The driver shall use a storm drain cover to protect a nearby inlet if the storage capacity and distance to the inlet is at risk for a potential spill or discharge.

During fuel delivery operations at the fuel farm, the driver will remain with the vehicle at all times. Drivers will use chock blocks and/or vehicle brake interlock system to prevent premature disconnect of their truck. Sufficient volume (approximately ten percent of the total capacity) will be maintained in the container for thermal expansion. During loading and unloading operations, personnel will monitor tank levels using dipsticks, visual observation, or other approved methods. Absorbent pads and booms are to be located near the fuel delivery/connection points. The driver will visually inspect valves and outlets for leaking when transfer is complete.

Drums and containers of liquids stored outside of the secondary fuel farm will be inspected weekly for leaks or spills. The Airport Manager will ensure that drums and containers are labeled properly, have tightly closed lids, are not rusted, and are in very good condition. Drums and containers will be removed or replaced as needed to reduce the potential for leaks and spills.

11.2 Spill Response Materials

Booms, sorbent, and other spill response materials are stored in the plastic bin next to the fuel farm and are accessible by airport personnel. The response equipment inventory for the facility includes:

- Three 10-foot booms
- Twenty pads
- Eight pillows
- Four mini-booms

Spill kits are also in each mobile refueler.

AVGAS Truck:

- Three mini-booms
- Ten pads
- Four pillows

Jet-A Truck:

- Three mini-booms
- Ten pads
- Four pillows

The inventory is checked monthly by the Airport Manager to ensure that used material is replenished. Supplies and equipment may be ordered from:

1. New Pig – Pittsburgh, PA, phone 1 (800) HOT-HOGS or www.newpig.com
2. OE Durant – Wilmington, NC, phone (910) 799-7877
3. Lab Safety Supply, phone 1 (800) 356-0783 or www.LabSafety.com

11.3 Spill Response

Aviation fuel spills and ground vehicle fuel spills that occur would be immediately cleaned up using the following procedure:

1. Stop the flow of liquid product
2. Prevent product from entering waterways, drains, etc.
3. Dike far ahead of spill for later recovery or disposal. Use sand, earth, or other suitable material
4. If product reaches waterways, drains, etc., inform local authorities
5. Reclaim product directly or absorb in suitable medium and transfer to suitable, clearly marked containers

Fuel spill cleanup procedures are defined in the Spill Prevention, Control, and Countermeasures Plan (SPCC). Also, equipment and personnel requirements associated with the fueling facilities are addressed in the SPCC.

Fuel spills that occur at the fuel farm and the Food Lion – Delhaize fuel tank are collected in the self-containment or secondary containment basin and must be logged immediately.

SWPPP Form 13 provides a spill report form to ensure that adequate information is collected at the time of the spill.

Spills that can be controlled at the time of release require personnel to be OSHA-trained. The Airport shall report to the local Division of Water Quality (DWQ) Regional Office, within 24 hours, significant spills defined as releases of oil or hazardous substances in excess of reportable quantities under Section 311 of the Clean Water Act or Section 102 of CERCLA. Additionally, the Airport and its tenants shall report any spill of 25 gallons or more, any spill regardless of amount that causes sheen on surface waters, any spill regardless of amount occurring within 100 feet of surface waters, and any oil spill less than 25 gallons that cannot be cleaned up within 24 hours.

The Airport shall report to the DWQ Regional Office any noncompliance that may endanger health or the environment. Any information shall be provided orally within 24 hours from the time the Airport becomes aware of the circumstances. A written submission shall also be provided within five days of the time the Airport becomes aware of the circumstances.

12.0 PREVENTATIVE MAINTENANCE AND GOOD HOUSEKEEPING PROGRAM

Fuel handling trucks and equipment are visually inspected daily for leaks. Equipment valves and connections are routinely tested according to the manufacturer's recommendations. The Airport and tenants will inspect their own equipment and/or trucks on a seasonal schedule. Fuel storage facilities are routinely inspected for leaks. Drum and container storage is routinely inspected for leaks as well.

13.0 EMPLOYEE TRAINING

The Airport Manager is responsible for ensuring that employees and tenants engaged in industrial activities participate in annual training. Training includes spill response, good housekeeping, and material management practices. New employees will be trained during employee processing, and current employees will receive training during the annual staff meeting. Training will be documented as outlined in SWPPP Form 3, and records will be retained for five years.

14.0 POLLUTION PREVENTION TEAM

The Pollution Prevention Team Roster is provided in Table 14.1-1.

Table 14.1-1 Pollution Prevention Team Roster Rowan County Airport	
Rowan County Airport Leader: Thad Howell Title: Airport Manager Phone: (704) 216-7749	Responsibilities: Develop, maintain, revise, and ensure compliance with the SWPPP. Point of contact for regulatory agencies.
Rowan County Airport Staff Member: Maurice Mills Title: Line Supervisor Phone: (704) 329-1836	Responsibilities: Implement SWPPP, point of contact for SPCC and responsible for training and daily operations. Oversee good housekeeping, conduct inspections, and manage operations. Ensure line personnel compliance with the Plan and coordinate updates in response to changes in operations.
Rowan County Airport **Tenant - Boss Aircraft Refinishers** Staff Member: Bill Lucey Title: Owner Phone: (704) 310-1421	Ensure compliance with the Plan and coordinates updates in response to changes in operations.
Rowan County Airport **Tenant - Food Lion** Staff Member: Tom Green Title: Director of Flight Operations Phone: (704) 213-9610	Ensure compliance with the Plan and coordinates updates in response to changes in operations.
Rowan County Airport **Tenant - Carolina Avionics** Staff Member: Gary Jenkins Title: Owner Phone: (704) 904-2063	Ensure compliance with the Plan and coordinates updates in response to changes in operations.
Rowan County Airport **Tenant - Precision Tek** Staff Member: Dean Belk Title: Owner Phone: (704) 618-0313	Ensure compliance with the Plan and coordinates updates in response to changes in operations.

Appropriate tenant staff will be required to attend the Airport training, which will include a review of this SWPPP. The Airport will monitor tenant activities to ensure compliance with the Airport's SWPPP. The tenants will be responsible for spill prevention and control of tenant-owned equipment and/or containers and tanks.

15.0 FACILITY INSPECTIONS

The Airport Manager is responsible for maintaining a qualified inspection and maintenance staff, receives inspection and maintenance reports, and keeps a log of follow-up activities.

16.0 SWPPP IMPLEMENTATION

SWPPP Form 1 is attached for assisting the Airport Manager with implementation of the SWPPP. Documentation of monitoring, measurements, inspections, maintenance activities, and training provided to employees is required. Documentation will be kept on-site for a period of five years and made available to the Director of the North Carolina Department of Environmental and Natural Resources (NCDENR) Division of Water Quality or her representative immediately upon request.

The Airport will maintain BMPs at all times. Failure to do so is a violation of Airport General Permit No. NCG150000.

17.0 PLAN AMENDMENT

The Airport shall review and amend the SWPPP whenever there is:

- a change in design, construction, operation, or maintenance, which has a significant impact on the discharge or potential for discharge of pollutants to surface waters
- a routine inspection or compliance evaluation determines deficiencies
- an inspection by a local, state, or federal official determines that modifications to the Plan are necessary
- a spill, leak, or other release or any time there is an unauthorized discharge.

Aspects of the Plan shall be reviewed and updated on an annual basis. The annual update shall include a current list of significant spills or leaks of pollutants for the previous three years or the notation that no spills have occurred. The annual update shall include recertification that the

stormwater outfalls have been evaluated for the presence of non-stormwater discharges. Each annual update shall include a reevaluation of the effectiveness of the BMPs listed in the BMP Summary of the SWPPP. SWPPP Form 11 is provided to record these Plan reviews and any amendments required.

Plan modifications must be made within 30 calendar days after discovery, observation, or event requiring a modification. Implementation of new BMPs must be initiated before the next storm event, if possible, but no later than 60 days after discovery or as otherwise provided or approved by the NCDENR Division of Water Quality. The amount of time taken to modify a BMP or implement additional BMPs must be documented.

Should the SWPPP require modification, a new certification statement must be signed and dated upon completion of the revision. Use SWPPP Form 2 for subsequent certifications.

In the interim between the annual inspection and completed SWPPP revision, the original SWPPP with the Airport Manager's handwritten notes for the modifications should be kept to demonstrate the changes that will be in the revised document.

18.0 QUALITATIVE MONITORING REQUIREMENTS

Qualitative monitoring requires a visual inspection of each stormwater discharge outfall (SDO) associated with industrial activity and shall be performed as specified below in Table 18.1-1.

Qualitative monitoring of stormwater outfalls #1, #2, and #3 must be performed during a representative storm event. Visual examinations must be made on samples collected within the first 30 minutes (or as soon thereafter as practical, but not to exceed one hour) of when the runoff begins discharging from the outfall. SWPPP Form 6 (Appendix A) will be completed during each inspection. Completed forms will be kept on-site for a period of three years.

Visual examination will be made during daylight hours. If no storm event resulted in runoff during daylight hours from the facility during a monitoring period, the Airport is excused from the visual monitoring requirement for that period provided the Airport documents that no runoff occurred.

Visual examination reports will be maintained on-site. The report will include the examination date and time, inspection personnel, nature of the discharge (i.e., runoff), visual quality of the stormwater discharge (including observations of color, odor, clarity, floating solids, settled solids, suspended soils, foam, oil sheen, erosion or deposition at the outfall, and other obvious indicators of stormwater pollution), and probable sources of any observed stormwater contamination.

Table 18.1-1
Qualitative Monitoring Requirements
Rowan County Airport

Discharge Characteristics	Frequency	Monitoring Location
Color	Semi-Annual	SDO #1, #2, and #3
Odor	Semi-Annual	SDO #1, #2, and #3
Clarity	Semi-Annual	SDO #1, #2, and #3
Floating Solids	Semi-Annual	SDO #1, #2, and #3
Suspended Solids	Semi-Annual	SDO #1, #2, and #3
Foam	Semi-Annual	SDO #1, #2, and #3
Oil Sheen	Semi-Annual	SDO #1, #2, and #3
Erosion or Deposition at the Outfall	Semi-Annual	SDO #1, #2, and #3
Other Obvious Indicators of Stormwater Pollution	Semi-Annual	SDO #1, #2, and #3

APPENDIX A – FORMS

LIST OF FORMS

SWPPP FORMS

PLAN IMPLEMENTATION SCHEDULE

Airport Name: Rowan County Airport

Permit Year: _____

The following schedule is provided for the SWPPT Leader to implement and document the required Plan tasks for each year. Blank forms identified below are provided in Appendix A. Enter the completion date on this form when tasks are completed. Insert completed forms and records into Appendix E.

Task	Tasks to be Performed	Required Documentation	Frequency	Completion Date
1	Certify SWPPP	SWPPP Form 2	Once/ 5 years	___/___/___
2	Appoint SWPPT members	Section 14.0	Annual	___/___/___
3	Train Airport/ Commercial Tenant personnel	SWPPP Form 3	Annual	___/___/___
4	Perform wet weather outfall visual observations[1]	SWPPP Form 6	Semi-annual	___/___/___ ___/___/___
5	Conduct site inspection	SWPPP Form 7	Semi-annual	___/___/___ ___/___/___
6	Implement BMPs	SWPPP Form 8	Annual	___/___/___
7	Complete Deicing/ Anti-icing Usage Log (In Winter)	SWPPP Form 9	Monthly	On-going
8	Conduct/ Certify Comprehensive Site Compliance Inspection[2]	SWPPP Forms 4 & 10	Annual	___/___/___
9	Complete/ Certify Non-stormwater Discharge Assessment	SWPPP Form 5	Annual	___/___/___
10	Review the Plan/ Make any Revisions	SWPPP Form 11	Annual	___/___/___
11	SPCC Management Certification and PE Certification	SPCC Sections 2.0 and 3.0	Once/ 5 years (& as needed)	___/___/___
12	Ensure Certification of Applicability of Substantial Harm Criteria is completed	After SPCC Section 5.0	Once/ 5 years	___/___/___
13	Plan Review	SPCC Table 4.1-1	Once/ 5 years (& as needed)	___/___/___
14	Complete SPCC Monthly Site Inspections	SPCC Form 1	Monthly	On-going
15	Discharge Prevention Briefing Log	SPCC Form 3	Annual	___/___/___
16	Complete Spill Response/Notification Form	SPCC Form 4	@	N/A
17	Release rainwater from secondary containment	SWPPP Form 12 SPCC Form 2	@	N/A
18	Significant Spill Report	SWPPP Form 13	@	N/A
19	Discharge Report to EPA Regional Administrator	SPCC Form 4	@	N/A

@ Report required at each incident.

[1] Perform visual observations at each industrial outfall.

[2] The Comprehensive Airport Compliance Inspection occurs concurrently with the second semi-annual site inspection.

SWPPP CERTIFICATION

"I certify, under penalty of law, that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fines and imprisonment for knowing violations" (as specified in Part III, Section B, Paragraph 5 of the Permit).

Authorized Signatory[1]	**Title**	**Phone No.**	**Date**
Print name	*Print title*	*Print phone*	*Print date*
Sign here			
Airport Name			

TRAINING DOCUMENTATION SHEET

Location_____

Date_____

Class Name _____

Instructor(s) _____

Employee Name	Organization (Airport or Commercial Tenant)	Phone Number

Training records must be retained for five years.

TRAINING PROGRAM OUTLINE

Annual training in stormwater pollution prevention should be conducted for employees whose job duties involve working with materials or equipment in stormwater discharge areas. Training topics to be addressed should include, at a minimum, good housekeeping, spill prevention and response, proper material handling and storage, and inspections. Training should address specific BMPs for relevant drainage areas.

Source Reduction

- ❑ Explain source reduction practices

Recycling

- ❑ Explain recycling practices

Good Housekeeping

- ❑ Review basic cleanup procedures
- ❑ Review proper disposal locations
- ❑ Remind staff of good housekeeping procedures
- ❑ Be sure employees know where routine cleanup equipment is located
- ❑ Review areas where outdoor storage of materials is and is not allowed

Spill Prevention and Response

- ❑ Identify potential spill areas and drainage routes
- ❑ Familiarize employees with past spill events - why they happened and the environmental impact
- ❑ Review emergency contacts and telephone numbers
- ❑ Review the locations of spill cleanup equipment
- ❑ Provide incidental spill response training (or Emergency Response Training if applicable)

Proper Material Storage, Handling, and Disposal

- ❑ Identify potential pollutant sources (e.g., exposed materials)
- ❑ Be sure employees are aware of which materials are hazardous and where materials are stored
- ❑ Point out and explain container labels
- ❑ Tell employees to use the oldest materials first
- ❑ Demonstrate how valves are "tightly closed" and how drums should be sealed

Inspections

- ❑ Review inspection and monitoring procedures

Structural BMPs

- ❑ Explain structural controls including devices to control and treat stormwater, secondary containment, and erosion and sediment controls

Brief description of training program materials (e.g., film, newsletter course)

_____

_____

A copy of this form must be placed in each attendee's personnel file upon completion of training.

EXPOSED SIGNIFICANT MATERIALS ASSESSMENT

EXPOSED SIGNIFICANT MATERIALS ASSESSMENT	**Facility:** _____ **Inspector:** _____ **Date:** _____

Instructions: Describe the significant materials that were exposed to stormwater during the past year and/or are currently exposed. Significant materials include, but are not limited to raw materials, fuels, solvents, detergents, metals, hazardous substances, fertilizers, pesticides and waste products that have a reasonable potential to release pollutants into stormwater discharges.

Description of Exposed Significant Material	**Period of Exposure**	**Quantity Exposed (units)**	**Location (as indicated on the site map)**	**Method of Storage or Disposal (e.g., pile, drum, tank)**	**Description of Proper Material Management Practices (e.g., pile covered, drum sealed)**

NON-STORMWATER DISCHARGE ASSESSMENT

NON-STORMWATER DISCHARGE ASSESSMENT			Facility: _____ Inspector: _____ Date: _____		
Date of Test or Evaluation	**Outfall Directly Observed During the Test (identify as indicated on the site map)**	**Method Used to Test or Evaluate Discharge**	**Describe Results from Test for the Presence of Non-Stormwater Discharge**	**Identify Potential Significant Sources**	**Actions Taken to Eliminate Discharge**

CERTIFICATION

I certify, under penalty of law, that **all stormwater outfalls covered by this Permit have been tested or evaluated for the presence of non-stormwater discharges and that [this Form]** was prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information **[on this Form]** is, to the best of my knowledge and belief, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

A. Name & Official Title (type or print)	**B. Area Code and Telephone No.**
C. Signature	**D. Date Signed**

STORMWATER DISCHARGE OUTFALL (SDO) QUALITATIVE MONITORING REPORT

For guidance on filling out this form, please visit: http://h2o.enr.state.nc.us/su/Forms_Documents.htm#miscforms

Permit No.: N/C/ G / 1 / 5 / 0 / 0 /5 / 7 / or Certificate of Coverage No.: N/C/G/ / / / / / /

Facility Name: Rowan County Airport

County: _____ Phone No. _____

Inspector: _____

Date of Inspection: _____

Time of Inspection: _____

Total Event Precipitation (inches): _____

Was this a Representative Storm Event? (See information below) Yes No

Please check your permit to verify if Qualitative Monitoring must be performed during a representative storm event (requirements vary).

A "Representative Storm Event" is a storm event that measures greater than 0.1 inches of rainfall and that is preceded by at least 72 hours (3 days) in which no storm event measuring greater than 0.1 inches has occurred. A single storm event may contain up to 10 consecutive hours of no precipitation.

By this signature, I certify that this report is accurate and complete to the best of my knowledge:

_____

(Signature of Permittee or Designee)

1. **Outfall Description:**
   Outfall No. _____ Structure (pipe, ditch, etc.) _____

Receiving Stream: _____

Describe the industrial activities that occur within the outfall drainage area: _____

_____

2. **Color:** Describe the color of the discharge using basic colors (red, brown, blue, etc.) and tint (light, medium, dark) as descriptors: _____

_____

3. **Odor:** Describe any distinct odors that the discharge may have (i.e., smells strongly of oil, weak chlorine odor, etc.): _____

_____

1. **Clarity:** Choose the number which best describes the clarity of the discharge, where 1 is clear and 5 is very cloudy:

   1 2 3 4 5

5. **Floating Solids:** Choose the number which best describes the amount of floating solids in the stormwater discharge, where 1 is no solids and 5 is the surface covered with floating solids:

   1 2 3 4 5

6. **Suspended Solids:** Choose the number which best describes the amount of suspended solids in the stormwater discharge, where 1 is no solids and 5 is extremely muddy:

   1 2 3 4 5

7. Is there any **foam** in the stormwater discharge? Yes No

8. Is there an **oil sheen** in the stormwater discharge? Yes No

9. Is there evidence of **erosion or deposition** at the outfall? Yes No

10. **Other Obvious Indicators of Stormwater Pollution:**

List and describe _____

_____
_____
_____
_____
_____
_____
_____
_____

Note: Low clarity, high solids, and/or the presence of foam, oil sheen, or erosion/deposition may be indicative of pollutant exposure. These conditions warrant further investigation.

SEMI-ANNUAL SITE INSPECTION CHECKLIST

Date _____ Time: _____ Inspected by: _____

The following areas were inspected:

- ❑ Loading docks, equipment parking, outdoor storage, and waste collection areas
- ❑ Chemical and material storage areas and cabinets
- ❑ Equipment and systems designed to prevent contamination of surface waters
- ❑ Stormwater conveyances and outfalls
- ❑ Aircraft, vehicles, and equipment for leaks and general condition
- ❑ Structural controls

General

- ❑ Identify potential pollutant sources (e.g., exposed materials)
- ❑ Inspect for general compliance of the drainage area with the SWPPP
- ❑ Inspect the condition of drainage system (inlets, pipe ends, ditches)
- ❑ Inspect for any evidence of pollutants entering the stormwater system
- ❑ Inspect the buildings (e.g., air conditioning units)
- ❑ Are equipment and materials that are not directly associated with loading/unloading activities stored indoors
- ❑ Are the outdoor uncovered material storage areas used for the storage of miscellaneous industrial equipment reduced to the greatest extent practicable

Housekeeping

- ❑ Inspect for posted signs reminding staff of good housekeeping procedures
- ❑ Inspect for presence of adequate cleanup equipment
- ❑ Inspect areas where outdoor storage of materials is and is not allowed

Spill Prevention and Response

- ❑ Inspect potential spill areas and drainage routes
- ❑ Are spill control materials readily available and suitable for materials stored on-site
- ❑ Are warning signs posted in potential spill areas (with emergency contacts and telephone numbers)
- ❑ Are signs posted indicating the locations of spill cleanup equipment

Materials Handling and Storage

- ❑ Are employees aware of which materials are hazardous and where they are stored
- ❑ Are employees instructed to use the oldest materials first
- ❑ Are employees instructed on recycling practices
- ❑ Are all valves "tightly closed" and drums sealed

Industrial materials or activities exposed to stormwater, potential sources of polluted runoff, stormwater controls, and conveyance systems.

- ❑ No leaks or spills from industrial equipment, drums, tanks and other containers
- ❑ No off-site tracking of industrial or waste materials, or sediment where vehicles or equipment enter or exit the Airport
- ❑ No tracking or blowing of raw, final or waste materials from areas of no exposure to exposed areas
- ❑ No evidence of, or the potential for, pollutants entering the drainage system
- ❑ No evidence of pollutants discharging to surface waters at Airport outfall(s), and the condition of and around the outfall, including flow dissipation measures to prevent scouring.
- ❑ No evidence of pollutants discharging to storm system from exposed material storage areas, loading and unloading areas, outdoor process areas, dust or particulate generating or control processes, and waste disposal practices.
- ❑ No oily or contaminated equipment, debris, or pallets exposed to rain
- ❑ No corroded or open drums
- ❑ No corroded or damaged tanks, tank supports, or drain valves
- ❑ No torn bags of chemicals or bags exposed to rain
- ❑ No corroded or leaking pipes
- ❑ No leaking or improperly closed valves or fittings
- ❑ No leaking pumps or hose connections
- ❑ No broken or cracked dikes, walls, or other secondary containment systems
- ❑ No windblown dry chemicals

Notes: _____

_____

_____

_____

_____

Recommended modifications to SWPPP: _____

_____

_____

_____

_____

_____

BMP IMPLEMENTATION

Date BMP Identified	Location	Recommended Best Management Practice	Ref. To Appendix B	Implement Date

DEICING/ANTI-ICING CHEMICAL USAGE LOG

MONTH OF _____, 20_____

DAY	Chemical	USE ONLY	
	Quantity	Temp	Precip. Type
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
Sub			

DAY	Chemical	USE ONLY	
	Quantity	Temp	Precip. Type
17			
18			
19			
20			
21			
22			
23			
24			
25			
26			
27			
28			
29			
30			
31			
Sub			
Total			

This form is to be returned to the Airport SWPPT Leader each month following each deicing or anti-icing chemical application month.

Quantity is pre-dilution volume (gallons) of deicing/anti-icing chemicals applied to aircraft or pavements.

Temp is Temperature during deicing/anti-icing operations.

Precipitation Type is rain, frozen rain, or snow.

"The information contained on this form is to the best of my knowledge and belief, true, accurate, and complete."

Authorized Signatory	Title	Phone No.	Date
Print name	*Print title*	*Print phone*	*Print date*
Sign here			
Airport/Commercial Tenant Name			

ANNUAL COMPREHENSIVE SITE COMPLIANCE EVALUATION

Effectiveness of Stormwater Drainage System and Structural Controls

- ❑ Potential Pollutant Sources (e.g., exposed materials) are effectively controlled
- ❑ Stormwater drainage areas were evaluated for effectiveness
- ❑ Potential pollutant sources were evaluated for non-compliance
- ❑ Storm drainage system and structural controls are effective
- ❑ No evidence of pollutants entering the storm drainage system
- ❑ Stormwater pollution prevention BMPs are effective
- ❑ New or additional BMPs were evaluated

Required Action: _____

_____

_____

Overall Evaluation Effectiveness of SWPPP

Required Action: _____

_____

_____

"I certify, under penalty of law, that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fines and imprisonment for knowing violations" [as specified in Part III, Section B, Paragraph 5 of the Permit].

Authorized Signatory	**Title**	**Phone No.**	**Date**
Print name	*Print title*	*Print phone*	*Print date*
Sign here			
Airport/Commercial Tenant Name			

RECORD OF PLAN REVIEWS/PLAN AMENDMENT RECORDS

This Plan will be reviewed each year. The Permit requires a review and evaluation of this Plan at least once a year, which supersedes the SPCC regulatory plan review requirement of every five years. Blank lines are provided on this form for each SWPPT member's review. The SWPPT Leader is assigned the responsibility of ensuring that this Plan will be reviewed and amended in accordance with the stormwater discharge permit. The SWPPT Leader may amend this Plan to include more effective pollution prevention technology and BMPs, if such technology is field proven and if implementation will significantly reduce the likelihood of the contamination of stormwater.

REVIEW DATE	REVIEW COMMENTS	SIGNATURE

PLAN AMENDMENT RECORDS

The Plan will be amended whenever there is a change in the design, construction, process, operation, or maintenance that has a **significant** effect on the potential for stormwater contamination at the Airport. Amendments to this Plan should be fully implemented as soon as possible, but no later than six (6) months after changes occur or after the review period. All technical amendments to the SPCC Plan must be certified by a registered Professional Engineer in accordance with 40 CFR §112.3(d), and satisfactorily implemented. PE seals are only required if an SPCC amendment is technical (i.e. requires engineering practice such as a physical modification).

This record sheet is provided to summarize amendments to the Plan. The SWPPT Leader will be responsible for ensuring that the Plan is amended in strict accordance with the Plan requirements.

AMEND DATE	AMENDMENT COMMENTS (include Plan Section/Appendix)	SIGNATURE/SEAL

RAINWATER RELEASE FROM CONTAINMENT STRUCTURE

Complete this form each time that accumulated rainwater is to be released from exposed secondary containment structures.

Building/Area: _____ Date: _____

Inspected By: _____ Time: _____

Description of Secondary Containment Structure: _____

Visual Observation of Accumulated Rainwater

Check yes or no, and provide details under comments.

ITEM	YES	NO	COMMENTS
COLOR			
ODOR			
CLOUDY			
FOAM			
OIL SHEEN			
OUTFALL STAINING			
DRY WEATHER FLOW			
OTHER INDICATORS			

If accumulated rainwater appears contaminated, list actions taken to remove contaminants:

_____

_____

Release of Accumulated Rainwater:

After the release of the accumulated rainwater, was the secondary containment drain valve properly closed and locked? ☐ YES ☐ NO

Comments:

SPILL REPORT

Complete this form for each significant spill[1] incident. Keep original form with the Plan.

Date: _____

Time: _____

Facility Name: _____

Address & Location: _____

Person Reporting: _____ Phone: _____

Spill Location: _____

Type of Material: _____

Quantity: _____

Source (if known): _____

Cause of Spill (if known): _____

Amount of Material Recovered: _____

	YES	NO
Spill contained on premises?	☐	☐
Did the spill enter the stormwater drainage system?	☐	☐
Did the spill enter a body of water?	☐	☐

Nearest body of water or body of water spill entered? _____ Distance _____

Amount of spill control supplies used/ to be restocked: _____

Measures taken to prevent recurring incidents: _____

Personal Injuries: _____

Additional pertinent information: _____

_____

_____

_____

AGENCIES NOTIFIED OF SPILL:

NRC Contact: _____ Date/Time: _____

NCDENR Contact: _____ Date/Time: _____

OTHER Contact: _____ Date/Time: _____

IT IS NOT NECESSARY TO WAIT FOR ALL INFORMATION BEFORE CALLING THE NATIONAL RESPONSE CENTER.

[1] ***Significant spill*** includes, but is not limited to: releases of oil or hazardous substances in excess of reportable quantities under Section 311 of the Clean Water Act (Ref: 40 CFR 110.10 and CFR 117.21) or Section 102 of CERCLA (Ref: 40 CFR 302.4) [or spills that cannot be controlled with on-site resources, or cause a contamination to the environment, or cause injury to personnel].

APPENDIX B – FIGURES

LIST OF FIGURES

APPENDIX C – PERMITS/APPROVALS

APPENDIX D – ADDITIONAL REFERENCES

APPENDIX E – COMPLETED FORMS

Spill Prevention, Control, and Countermeasures Plan for

Rowan County Airport
Salisbury, North Carolina, USA

Prepared for:
Rowan County Airport
3670 Airport Loop Road
Salisbury, NC 28147
(704) 216-7749

Prepared by:

TALBERT & BRIGHT
4944 Parkway Plaza Boulevard
Suite 350
Charlotte, NC 28217
Phone: (704) 426-6070 Fax: (704) 426-6080 email: talbertbright@tbiclt.com

NC License No. C-1163

JANUARY 15, 2011

Table of Contents

Tables

Appendix A – Facility Diagrams

Appendix B – Forms

1.0 INTRODUCTION

The purpose of this Spill Prevention, Control, and Countermeasures Plan (SPCC) is to describe measures implemented by the Rowan County Airport to prevent oil discharges from occurring and to prepare Rowan County Airport to respond in a safe, effective, and timely manner to mitigate the impacts of a discharge from the fuel farm, mobile refuelers, and standby generators. This SPCC has been prepared and implemented in accordance with the SPCC requirements contained in 40 CFR Part 112.

In addition to fulfilling the requirements set forth in 40 CFR Part 112, this SPCC is used as a reference for oil storage information and testing records, as a tool to communicate practices on preventing and responding to discharges with Rowan County Airport employees and contractors, as a guide on facility inspections, and as a resource during emergency response.

2.0 MANAGEMENT APPROVAL

Rowan County Airport is committed to maintaining the highest standards for preventing discharges of oil to navigable waters and the environment through the implementation of this SPCC. This SPCC has the full approval of Rowan County Airport. Rowan County Airport has committed the necessary resources to implement the measures described in this Plan.

Authorized Signatory	Title	Phone No.	Date
Print Name Thad Howell	Print Title Airport Manager	Print Phone (704) 216-7749	Print Date
Sign Here			
Facility Name Rowan County Airport			

3.0 PROFESSIONAL ENGINEER CERTIFICATION (40 CFR 112.3(d))

The undersigned Registered Professional Engineer is familiar with the requirements of Part 112 of Title 40 of the *Code of Federal Regulations* (40 CFR Part 112) and has visited and examined the facility or has supervised examination of the facility by appropriately qualified personnel. The undersigned Registered Professional Engineer attests that this Spill Prevention, Control, and Countermeasures Plan has been prepared in accordance with good engineering practice, including consideration of applicable industry standards and the requirements of 40 CFR Part 112; that procedures for required inspections and testing have been established; and that this Plan is adequate for the facility. [112.3(d)].

This certification in no way relieves the owner or operator of the facility of his/her duty to prepare and fully implement this SPCC in accordance with the requirements of 40 CFR Part 112.

Signature _____ Date _____

J. Andrew Shook, P.E.
Name of Professional Engineer

026464 *North Carolina* PE Seal
Registration Number Issuing State

4.0 PLAN REVIEW (40 CFR 112.5)

In accordance with 40 CFR 112.5, Rowan County Airport periodically reviews and evaluates this SPCC for any change in the facility design, construction, operation, or maintenance that materially affects the facility's potential for an oil discharge. Rowan County Airport reviews this SPCC at least once every five years. Revisions to the Plan, if any are needed, are made within six months of this five-year review. Rowan County Airport will implement any amendments as soon as possible, but not later than six months following preparation of any amendment. A registered Professional Engineer certifies any technical amendment to the Plan, as described above, in accordance with 40 CFR 112.3(d).

Scheduled five-year reviews and Plan amendments are recorded in Table 4-1. This log must be completed even if no amendment is made to the Plan. Unless a technical or administrative change prompts an earlier review, the next scheduled review of this Plan must occur by January 15, 2016.

Table 4-1
Record of Plan Review and Changes
Rowan County Airport

Date	Authorized Individual	Review Type	PE Certification	Summary of Changes

5.0 LOCATION OF SPCC

In accordance with 40 CFR 112.3(e), a complete copy of this SPCC is maintained at the Rowan County Airport at 3670 Airport Loop Road, Salisbury, NC 28147.

6.0 CERTIFICATION OF SUBSTANTIAL HARM DETERMINATION

40 CFR 112.20(e), 40 CFR 112.20(f)(1)

Facility Name: Rowan County Airport

1. Does the facility transfer oil over water to or from vessels, and does the facility have a total oil storage capacity greater than or equal to 42,000 gallons?

   Yes ☐ No ☒

2. Does the facility have a total oil storage capacity greater than or equal to 1 million gallons, and does the facility lack secondary containment that is sufficiently large to contain the capacity of the largest aboveground oil storage tank plus sufficient freeboard to allow for precipitation within any aboveground storage tank area?

   Yes ☐ No ☒

3. Does the facility have a total oil storage capacity greater than or equal to 1 million gallons, and is the facility located at a distance (as calculated using the appropriate formula) such that a discharge from the facility could cause injury to fish and wildlife and sensitive environments?

   Yes ☐ No ☒

4. Does the facility have a total oil storage capacity greater than or equal to 1 million gallons, and is the facility located at a distance (as calculated using the appropriate formula) such that a discharge from the facility would shut down a public drinking water intake?

   Yes ☐ No ☒

5. Does the facility have a total oil storage capacity greater than or equal to 1 million gallons, and has the facility experienced a reportable oil spill in an amount greater than or equal to 10,000 gallons within the last 5 years?

   Yes ☐ No ☒

Certification

I certify under penalty of law that I have personally examined and am familiar with the information submitted in this document, and that based on my inquiry of those individuals responsible for obtaining this information, I believe that the submitted information is true, accurate, and complete.

	Airport Manager
Signature	Title
Thad Howell	
Name (type or print)	Date

PART I - GENERAL FACILITY INFORMATION

40 CFR 112.7(a)(3)

1.1 Facility Information

Name of Facility:	Rowan County Airport
Type:	Fuel Storage, Aviation Refueling, Aircraft Storage and Maintenance
Location:	3670 Airport Loop Road Salisbury, North Carolina 28147
Name and Address of Owner:	Rowan County 130 West Innes Street Salisbury, NC 28144 (704) 216-7749
Latitude and Longitude:	N 35° 38' 45.1900" W -80° 31' 13.0600"
Year Facility Began Storing Oil:	Fuel Farm – 1991; Food Lion – Delhaize fuel tank – 1994

1.2 Contact Information

The designated person accountable for overall oil spill prevention and response at the facility is the Airport Manager, Thad Howell. Twenty-four-hour contact information is provided in Table 1.2-1.

Maurice Mills, Line Supervisor for the Airport, provides operations support activities, including performing daily inspections of the fuel facilities and equipment, as described in Section 3.4 of this SPCC.

Table 1.2-1
24-Hour Facility Contact Information
Rowan County Airport

Name	Title	Telephone Number	Address
Thad Howell	Airport Manager	Office: 704-216-7749 Cell: 704-239-1434 Home: 336-793-3382	3670 Airport Loop Road Salisbury, NC 28147
Maurice Mills	Line Supervisor	Cell: 704-239-1836	3670 Airport Loop Road Salisbury, NC 28147
Tony Hilton	Rowan County Risk Manager	Office: 704-216-8109 Cell: 704-202-2681	130 West Innes Street Salisbury, NC 28144

1.3 Facility Layout Diagram

Appendix A, at the end of this Plan, shows a general site plan for the facility. The location and site plans (Figures 1, 2, and 3) show the site topography and the location of the facility relative to

waterways, roads, and inhabited areas. Appendix A also includes facility diagrams that show drainage in the areas of the fuel farms (Figures 4, 5, and 6).

1.4 Facility Location and Operations

Rowan County Airport operates a commercial retail aviation fuel storage, transfer, and sales business. Facilities include:

1. Fuel farm with two 10,000-gallon Jet-A fuel tanks and a 10,000-gallon aviation gasoline (AVGAS) tank.
2. Food Lion – Delhaize with one 10,000-gallon Jet-A fuel tank operated privately by tenant.
3. Mobile facilities (fuel dispenser trucks) consisting of one 3,000-gallon Jet-A fuel truck and one 1,200-gallon AVGAS truck.

Rowan County Airport terminal building offices are open from 7:00 a.m. to 9:00 p.m. The facility is well lit and has controlled secure access. Access to the east and south sides of the facility is controlled by six-foot security fencing with three strands of barbed wire.

If a spill or leak is detected, airport personnel will immediately contact the owner to quickly control and remove discharged oil.

1.5 Oil Storage and Handling

1.5.1 Fuel Farm

Oil storage at this facility consists of two (2) 10,000-gallon Jet-A fuel aboveground storage tanks and one (1) 10,000-gallon AVGAS aboveground storage tank as summarized in Table 3.1-1. The total oil capacity at the fuel farm is 30,000 gallons.

Tanks are on raised skids and bolted securely to a reinforced concrete pad. The three tanks are painted and in good condition. The tanks are double-walled with self-containment. Any spills or leaks from the tanks would be captured in the drop inlet in front of the tanks and then to an oil/water separator before entering the storm drainage system.

The piping, pumps, filters, and other appurtenances for the Jet-A and AVGAS tanks are located on the east end of the tank as shown in the picture. The dispenser system includes backflow lines for each tank and an automatic shutoff system to prevent accidental

overfilling. **The systems and valves can and should be locked out during non-operational hours.**

The fuel farm has an emergency shutoff and fire extinguishers. This fuel farm is located on the east side of the airfield, west of the terminal building.

1.5.2 Food Lion – Delhaize Fueling Tank

Oil storage at this location consists of one (1) 10,000-gallon Jet-A fuel aboveground tank as summarized in Table 3.1-1. The total oil capacity at this location is 10,000 gallons.

The tank is on raised skids and bolted securely to a reinforced concrete pad. The tank is painted and in good condition. The tank is double-walled with self-containment.

The piping, pumps, filters, and other appurtenances for the Jet-A tank are located on the north end of the tank as shown in the picture. The dispenser system includes backflow lines for each tank and an automatic shutoff system to prevent accidental overfilling. **The systems and valves can and should be locked out during non-operational hours.**

The fuel farm has an emergency shutoff and fire extinguishers. This tank is located just outside the hangar along the east wall.

1.5.3 Mobile Refuelers

Mobile facilities at the site consist of two primary fuel trucks. The capacities are one 3,000-gallon Jet-A fuel truck and one 1,200-gallon AVGAS fuel truck. Total capacity for the mobile refuelers is 4,200 gallons. Trucks are loaded at the fuel farm and distribute fuel to aircraft on the apron of the Airport.

1.5.4 Truck Offloading/Loading Rack

The off-loading/loading operations for refueling at the Food Lion – Delhaize hangar are currently conducted on the pavement area just outside of the tank with no provisions for spill containment during off-loading/loading operations as required by 40 CFR Part

112.7(h)(1). Until a more permanent system (e.g., concrete pad with required drainage controls) is installed, a temporary flexible wall containment berm will be deployed by Food Lion - Delhaize personnel each time a fueling operation (off-loading and/or loading) occurs. The minimum dimensions of the flexible wall containment berm will be either 12 feet x 60 feet x 1 foot (5,385 gallons per manufacturer) or 15 feet x 50 feet x 1 foot (5,610 gallons per manufacturer). The condition of the flexible wall containment berm will be inspected during and after each deployment to ensure that there are no tears or punctures or that no other detrimental damage has occurred. Any tears or holes will need to be repaired immediately. If repair is not possible, replacement of the flexible wall containment berm will be required. Upon completion of each fueling operation with no spills, the Food Lion - Delhaize personnel will remove the berm from service and store it in a UV-resistant container next to the tank until needed for the next fueling operation.

1.6 Proximity to Navigable Waters

The facility is located within the Yadkin Pee-Dee River Basin and is located to the southwest of the Yadkin Pee-Dee River. The location map (Figure 4) in Appendix A shows the location of the facility relative to nearby waterways. The facility diagram included in Figures 2 and 3 indicates the general direction of drainage. In the event of an uncontrolled discharge from the fuel farms or mobile refuelers, runoff would enter the Airport's storm drainage system as indicated in the above referenced figures.

1.7 Conformance with Applicable State and Local Requirements

To prevent oil spills, the United States Environmental Protection Agency (USEPA) requires owners/operators of oil storage facilities to prepare and implement SPCCs. North Carolina does not have any more stringent requirements than those required by the federal government.

The reporting requirements for petroleum products are in North Carolina's Oil Pollution Act, § 143-215.85 (a and b). **If the petroleum discharged, released or spilled is 25 gallons or more, causes a sheen on nearby surface water, or is 100 feet or less from a surface water body, then the Airport must immediately take measures to collect and remove the discharge, and report the discharge to NCDENR within 24 hours of discharge, and begin to restore the area affected by the discharge. If the petroleum released or spilled is less than 25 gallons, does not cause sheen on nearby surface water, and is more than 100 feet from a surface water body, then the Airport must immediately take measures to collect and remove the discharge. If it cannot be cleaned up within 24 hours of the discharge or causes a sheen on nearby surface water, the person must immediately notify the NCDENR.**

PART II – SPILL RESPONSE AND REPORTING

40 CFR 112.7

2.1 Discharge Discovery and Reporting

Several individuals and organizations must be contacted in the event of an oil discharge. The Airport Manager is responsible for ensuring that required discharge notifications have been made. Discharges should be reported to the Airport Manager. The summary table included in Appendix B to this SPCC provides a list of agencies to be contacted under different circumstances. Discharges would typically be discovered during the inspections conducted at the facility in accordance with procedures set forth in Section 3.4.1 of this SPCC, Table 3.3 and Table 3.4, and on the checklist of Appendix B. The Form included in Appendix B of this Plan summarizes the information that must be provided when reporting a discharge, including contact lists and phone numbers.

2.1.1 Verbal Notification Requirements (Local, State, and Federal)

Any unauthorized discharge into air, land, or water must be reported immediately to the 24-hour NCDENR emergency response number (800-858-0368) as soon as the discharge is detected.

For any discharge that reaches navigable waters or threatens to reach navigable waters, *immediate* notification must be made to the National Response Center Hotline (800-424-8802) and to the USEPA.

In the event of a discharge that threatens to result in an emergency condition, facility field personnel must verbally notify Rowan County Emergency Management (704-216-8900) (between 8:00 a.m. and 5:00 p.m.) or 911 (24-hours) immediately, and in no case later than *within one hour* of the discovery of the discharge. An emergency condition is any condition that could reasonably be expected to endanger the health and safety of the public; cause significant adverse impact to the land, water, or air environment; or cause severe damage to property. This notification must be made regardless of the amount of the discharge. In the event of a discharge that does not present an emergency situation, verbal notification must be made *within 24 hours* of the discovery of the discharge.

2.1.2 Written Notification Requirements (Local, State, and Federal)

A written notification will be made to USEPA for any single discharge of oil to navigable waters of more than 1,000 gallons or for two discharges of 42 gallons or more of oil to a waterway in any 12-month period. This written notification must be made within 60 days of the qualifying discharge, and a copy will be sent to NCDENR. This reporting requirement is in addition to verbal notification requirements.

2.13 Submission of SPCC Information

Whenever the facility experiences a discharge into navigable waters of more than 1,000 gallons or two discharges of 42 gallons or more within a 12-month period, Rowan County Airport will provide information in writing to the EPA Region 4 office within 60 days of a qualifying discharge as described above. The required information is described in Appendix B of this SPCC.

2.2 Spill Response Materials

Boom, sorbent, and other spill response materials are stored in the plastic bin outside of the fuel farm and are accessible by airport personnel. The response equipment inventory for the facility includes:

- Three 10-foot booms
- Twenty pads
- Eight pillows
- Four mini-booms

Spill kits are also in each mobile refueler.

AVGAS Truck:

- Three mini-booms
- Ten pads
- Four pillows

Jet-A Truck:

- Three mini-booms
- Ten pads
- Four pillows

Stock materials stored in the maintenance hangar are:

- Thirty 3-inch x 4-foot booms
- Eight absorbent pillows
- Two 10-foot absorbent booms

The inventory is checked monthly by the Airport Manager to ensure that used material is replenished. Supplies and equipment may be ordered from:

1. New Pig – Pittsburgh, PA, phone 800-hot-hogs or www.newpig.com
2. OE Durant – Wilmington, NC, phone 910-799-7877
3. Lab Safety Supply, phone 800-356-0783 or www.LabSafety.com

2.3 Spill Mitigation Procedures

The following is a summary of actions that must be taken in the event of a discharge. It summarizes the distribution of responsibilities among individuals and describes procedures to follow in the event of a discharge.

In the event of a discharge, Rowan County Airport and the Airport Manager shall be responsible for the following:

2.3.1 Shut Off Ignition Sources

Field personnel must shut off ignition sources, including vehicle motors, electrical circuits, and open flames. See Appendix F for more information about shutoff procedures.

2.3.2 Stop Oil Flow

Field personnel should determine the source of the discharge and, if safe to do so, immediately shut off the source of the discharge.

2.3.3 Stop the Spread of Oil, and Call the Airport Manager

If safe to do so, field personnel must use resources available at the facility (see spill response material and equipment listed in Section 2.2) to stop the spilled material from spreading. Measures that may be implemented, depending on the location and size of the discharge, include placing sorbent materials or other barriers in the path of the discharge (e.g., sand bags) or constructing earthen berms or trenches.

In the event of a significant discharge, field personnel must immediately contact the Airport Manager, who may obtain assistance from authorized contractors and direct the response and cleanup activities. Should a discharge reach the Yadkin Pee-Dee River, only physical response and countermeasures should be employed, such as the installation of hard boom and sorbent boom, use of sorbent pads, and use of vacuum trucks to recover oil and oily water from the river. Crews should remove oiled vegetation and debris from the ditches, wetlands, and river and place them in bags for later disposal. At no time shall any surfactants, dispersants, or other chemicals be used to remove oil from the river.

2.3.4 Gather Spill Information

The Airport Manager will ensure that the Discharge Notification Form is filled out and that notifications have been made to the appropriate authorities. The Airport Manager may ask

for assistance in gathering the spill information on the Discharge Notification Form (Appendix E) of this Plan:

- Reporter's name
- Exact location of the spill
- Date and time of spill discovery
- Material spilled
- Total volume spilled and total volume reaching or threatening navigable waters
- Weather conditions
- Source of spill
- Actions being taken to stop, remove, and mitigate the effects of the discharge
- Whether an evacuation may be needed
- Spill impacts (injuries, damage, or environmental media (e.g., air, waterway, groundwater)
- Names of individuals and/or organizations who have been contacted

2.3.5 Notify Agencies Verbally

Some notifications must be completed immediately upon discovering the discharge. It is important to immediately notify the Airport Manager so that timely notifications can be made. If the Airport Manager is not available or the Airport Manager requests it, field personnel must designate one person to begin notification. Section 2.1 of this plan describes the required notifications to government agencies. The Notification List is included in Appendix E of this SPCC. The Airport Manager must also ensure that written notifications, if needed, are submitted to the appropriate agencies.

2.4 Disposal Plan

The cleanup contact will handle the disposal of any recovered product, contaminated soil, contaminated materials and equipment, decontaminant solutions, sorbents, and spent chemicals collected during a response to a discharge incident.

Any recovered product that can be recycled will be placed into the gun barrel tank to be separated and recycled. Any recovered product not deemed suitable for on-site recycling will be disposed of with the rest of the waste collected during the response efforts.

If the facility responds to a discharge without involvement of a cleanup contractor, Rowan County Airport will contract a licensed transportation/disposal company to dispose of waste according to regulatory requirements. The Airport Manager will characterize the waste and arrange for the use of certified waste containers.

PART III – SPILL PREVENTION, CONTROL, AND COUNTERMEASURES PROVISIONS

40 CFR 112.7 and 112.9

3.1 Potential Discharge Volume and Direction of Flow and Containment

Table 3.1-1 summarizes potential oil discharge scenarios. If unimpeded, oil would follow the site topography and reach the Yadkin Pee-Dee River Basin.

Table 3.1-1
Potential Discharge Volume and Direction of Flow
Rowan County Airport

Source	Type of Failure	Maximum Volume (gal)	Maximum Discharge Rate (gal/hr)	Direction of Flow	Containment
Jet-A Storage Tank (Fuel Farm)	Rupture/failure due to corrosion	10,000	10,000	East to drop inlet that carries flow to oil/water separator before entering storm drainage system	Double-walled tank (drains to oil/water separator)
AVGAS Storage Tank (Fuel Farm)	Rupture/failure due to corrosion	10,000	10,000	East to drop inlet that carries flow to oil/water separator before entering storm drainage system	Double-walled tank (drains to oil/water separator)
Jet-A Storage Tank (Food Lion - Delhaize)	Rupture/failure due to corrosion	10,000	10,000	North across ramp to drop inlet before reaching Outfall #1	Double-walled tank, secondary containment immediately below pipes, pumps, filters, etc.
Waste Oil Tank	Rupture/failure due to corrosion	150 (approx.)	150 (approx.)	East to grassy drainage swale next to Airport Loop Road	None

Table 3.1-1
Potential Discharge Volume and Direction of Flow
Rowan County Airport

Source	Type of Failure	Maximum Volume (gal)	Maximum Discharge Rate (gal/hr)	Direction of Flow	Containment
Piping Associated with Fuel Farm	Rupture/failure due to corrosion	200	200	East to drop inlet that carries flow to oil/water separator before entering storm drainage system	Drains to oil/water separator
Transport Truck Loading Hose	Rupture	80	80	East to drop inlet that carries flow to oil/water separator before entering storm drainage system (fuel farm). North across ramp to drop inlet before reaching Outfall #1 (Food Lion)	Area near fuel farm drains to oil/water separator. Food Lion-Delhaize - None*
Transfer Valve	Leaking valve, rupture	3	3	East to drop inlet that carries flow to oil/water separator before entering storm drainage system (fuel farm). North across ramp to drop inlet before reaching Outfall #1 (Food Lion)	Area near Fuel Farm drains to oil/water separator. Food Lion-Delhaize - None*
Jet-A Mobile Refueler	Rupture/failure	3,000	3,000	East to drop inlet that carries flow to oil/water separator before entering storm	Drains to oil/water separator

Table 3.1-1
Potential Discharge Volume and Direction of Flow
Rowan County Airport

Source	Type of Failure	Maximum Volume (gal)	Maximum Discharge Rate (gal/hr)	Direction of Flow	Containment
				drainage system	
AVGAS Refueler	Rupture/failure	1,200	1,200	East to drop inlet that carries flow to oil/water separator before entering storm drainage system	Drains to oil/water separator

* Provide and deploy flexible wall containment berm as listed in paragraph 1.5.4.

3.2 Containment and Diversionary Structures

The following measures are provided at the fuel farm:

Secondary containment for the storage tanks at the fuel farm is achieved by the double-walled tanks themselves. The storage tanks incorporate leak detection alarms, overfill alarms, and high-level shutoffs. At the Food Lion – Delhaize tank, there is a small containment area at the front of each tank (integral to the tanks) that contains the pumps, piping, and hoses associated with each tank and could contain small leaks due to failure of said equipment.

3.2.1 Secondary Containment for Bulk Storage Containers 112.9(c)(2)

The containment capacity provides secondary containment for the size of the largest tank. This secondary containment capacity is estimated to be 63.1 percent of the capacity of the tank within the containment area. Details of the containment capacity calculations are provided in Table 3.2.1-1.

Table 3.2.1-1 Containment Capacity Calculations Rowan County Airport	
Containment Capacity	
Containment height	0.5 ft
Containment dimensions	15 ft x 45 ft = 675 ft^2
Volume within berm	0.5 ft x 675 ft^2 = 338 ft^3 = 2,525 gallons
Tank displacement volume	None
Net volume	volume = 338 ft^3 = 2,525 gallons
Ratio to largest tank	2,525 / 4,000 = 63.1%
Corresponding Amount of Freeboard	
110% of tank volume	4,400 gallons = 558 ft^3
Net area (plus tank displacement volume)	558 ft^3 + 0 ft^3 = 558 ft^3
Minimum berm height for 100% of tank volume	558 ft^3 / 338 ft^2 = 0.82 ft
Freeboard	0.5 ft – 0.82 ft = - 0.32 ft

The estimated deficiency of the secondary containment berm height indicated in the calculations is based on the assumption of utilizing the tank's full capacity; it is not deemed necessary at the present time to require a retrofit to increase the volume. However, it is recommended that the Airport explore some form of containment upgrade, such as adding an additional 4 inches to the top of the containment berm to increase the freeboard capacity, in the event that the full capacity of the tank is planned to be utilized.

The containment is equipped with a manual drop inlet that carries the flow through an oil/water separator before discharging into the storm drainage system. The drain line from the containment inlet is equipped with a manual valve of open-and-closed design. The valve is used to drain the containment and is normally kept closed, except when drainage water accumulates within the containment. All water is closely inspected by Airport's Fueling Line Supervisor prior to draining water accumulation to ensure that no free oil is present (i.e., there is no sheen or discoloration upon the surface, or a sludge or emulsion deposit beneath the surface of the water). Free oil is promptly removed and disposed of in accordance with waste regulations. Sorbents are stored in a bin next to the fuel tanks. This material is sufficient to contain small discharges.

Drainage events are recorded on the form provided in Appendix B, including the time, date, and name of the employee who performed the drainage. The records are maintained within this SPCC at the terminal building for a period of at least three years.

3.2.2 Secondary Containment for Mobile Refuelers

In December 2006, USEPA amended the SPCC rule so that mobile refuelers are exempt from the sized secondary containment provisions that apply to other bulk storage containers and mobile/portable bulk storage containers. General secondary containment requirements in §112.7 (c) still apply to mobile refuelers at SPCC-regulated facilities. The general requirements stipulate that the containment system must prevent the spilled oil from escaping the system prior to cleanup occurring; stipulate appropriate containment and/or diversionary structures or equipment to prevent a discharge to navigable waters; and allow for use of certain types of active containment measures that prevent a discharge to navigable waters. The Airport's two mobile refuelers are parked at the west end of the aircraft ramp and west of the terminal building. Both mobile refuelers are equipped with spill response kits and operators are trained in spill response procedures.

3.2.3 Secondary Containment for Off-loading/Loading Rack 112.7(j)(1)

The containment capacity provides sufficient secondary containment for the size of the single compartment of a tanker truck or mobile refueler trucks, which is 4,000 gallons. The actual containment capacity is listed in paragraph 1.5.4.

3.3 Other Spill Prevention Measures

The majority of the south and east sides of the airport facility are protected by a six-foot chain-link security fence with three strands of barbwire. While security fencing is not installed around the entirety of the facility, those areas without security fencing are relatively inaccessible by vehicular traffic. The gates to the Airport remain locked and access is controlled. The fuel farm is not protected by additional fencing, but access is through security gates to the loading/unloading area. Access to other bulk oil storage containers on the airfield is restricted by the security fencing and controlled gate access.

Additionally, an Aircraft Rescue Fire Fighting (ARFF) truck is located at the facility. Crews provide response and recovery support in accordance with level of training and established airport policies and procedures.

3.4 Inspections, Tests, and Records

This Plan outlines procedures for inspecting the facility equipment in accordance with SPCC requirements. Records of inspections performed, as described in this Plan and signed by the appropriate supervisor, are part of this Plan and are maintained with this Plan at the Rowan County Airport office for a minimum of three years. The reports include a description of the inspection procedure, the date of inspection, whether drainage of accumulated rainfall was required, and the inspector's signature.

The program established in this SPCC for regular inspection of oil storage tanks and mobile refuelers follows the American Petroleum Institute's Recommended Practice for Setting Maintenance, Inspection, Operation and Repair of Tanks in Production Services (API RP 12R1, Fifth Edition, August 1997). Each container is inspected monthly by operation personnel as described in this Plan section and follows the checklist provided in Appendix B of this SPCC. The monthly inspection is aimed at identifying signs of deterioration and maintenance needs, including the foundation and support of each container. Any leak from tank seams, gaskets, rivets, and bolts is promptly corrected.

This Plan also describes provisions for monitoring the integrity of pipelines through a combination of monthly inspections and periodic condition inspections. Additional inspections and/or examinations are performed whenever an operation alert, malfunction, shell, deck leak, or potential bottom leak is reported following a scheduled examination. Written examination/inspection procedures and monthly examination/inspection reports are maintained at the field office for a period of at least three years.

3.4.1 Daily Inspections

The facility is visited daily by operations personnel. The daily visual examination consists of a walk-through of the fuel farm and truck refueling area. Personnel examine aboveground valves, fittings, gauges, and pipes. Personnel inspect the pumps to verify proper function and check for damage or leakage. Personnel look for accumulation of water within the containment basin and the sump and verify the position of the manual valve. The storage tanks are gauged every day. A daily production report is maintained. Malfunctions, improper operation of equipment, evidence of leakage, stained or discolored concrete or soil, etc., are logged and communicated to the Airport Manager. Table 3.4.1-1 provides the scope of daily examinations.

3.4.2 Monthly Inspections

Table 3.4.2-1 summarizes the scope of monthly inspections performed by field personnel.

The monthly inspection includes verifying the proper functioning of detection devices, including high-level sensors on oil storage tanks, and separators. Storage tanks are inspected for signs of deterioration, leaks, accumulation of oil inside the containment area, or other signs that maintenance or repairs are needed. The secondary containment area is checked for proper drainage, general conditions, evidence of oil, or signs of leakage. The monthly inspection also involves visually inspecting aboveground valves and pipelines and noting the general condition of items such as transfer hoses, flange joints, expansion joints, valve glands and bodies, catch pans, pipeline supports, bleeder and gauge valves, locking of valves, and metal surfaces.

Table 3.4.1-1
Scope of Daily Examinations
Rowan County Airport

Facility Area	Item	Observations
Storage Tanks	Leaks	Tank liquid level gauged Drip marks, leaks from weld seams, based on tank Puddles containing spilled or leaked material Corrosion, especially at base (pitting, flaking) Cracks in metal
	Foundation Problems	Cracks Puddles containing spilled or leaked material Settling Gaps at base
	Pipeline Problems	Evidence of leaks, especially at connections Corrosion (pitting, flaking) Settling Evidence of stored material seepage from valve or seals
Mobile Refuelers	Leaks	Tank liquid level gauged Spilled or leaked material under vehicle Corrosion (pitting, flaking) Leaks at seals, hoses

Table 3.4.2-1
Scope of Monthly Inspections
Rowan County Airport

Facility Area	Equipment	Inspection Item
Fuel Farm	Storage tanks	Leakage, gaskets Tank liquid level checked Tank welds in good condition Piping, valves Corrosion, paint condition Pressure / level safety devices* Emergency shut-down system(s)*
Fuel Farm	Area	Presence of contaminated/stained soil Excessive vegetation Equipment protectors and signs Engine drip pans and sumps General housekeeping

Table 3.4.2-1
Scope of Monthly Inspections
Rowan County Airport

Facility Area	Equipment	Inspection Item
Food Lion – Delhaize Fueling Area	Storage tanks and Area	See above items inspection items for fuel farm
Truck Loading	Off-load lines, drip pans, valves, catchment berm	Valve closed and in good condition Cap or bull plug at end of off-load line/connection Sign of oil or standing water in drip pan(s) Sign of oil or standing water in catchment berm Sign of oil in surrounding area
*Tested quarterly		

The checklist provided in Appendix B is used during monthly inspections. These inspections are performed in accordance with written procedures such as API standards (e.g., API RP 12R1), engineering specifications, and maintenance schedule developed by the equipment manufacturers.

3.4.3 Periodic Condition Inspection of Bulk Storage Tanks

A condition inspection of bulk storage containers is performed by a qualified inspector according to the schedule and scope specified in API RP 12R1. The schedule is determined based on the corrosion rate, with the first inspection performed no more than 15 years after the tank construction.

Currently, the Airport contracts with Eastern Aviation to inspect the fuel farm, including condition inspection of the bulk storage tanks, once each year. Eastern Aviation prepares a report of findings to the Airport following each inspection.

The generators are tested weekly, and loading of the tank only occurs on an as-needed basis. Test reports are kept on file at the Airport.

3.4.4 Brittle Fracture Evaluation

At the present time, none of the bulk storage containers at this site were field-erected, and therefore, no brittle fracture evaluation is required.

Table 3.4.3-1
Schedule of Periodic Condition Inspection of Bulk Storage Containers
Rowan County Airport

Tank Cap	Liquid	Year Built	Last Inspection	*Next inspection by
10,000 gal	Jet-A	1991	November 2010	November 2011
10,000 gal	Jet-A	1991		
10,000 gal	AVGAS	1991		
10,000 gal (Food Lion)	Jet-A	1994	November 2010	November 2011

* Dates for subsequent external inspections must follow the recommendations of the certified inspector, not to exceed three-quarters of the predicted shell/roof deck corrosion rate life, or maximum of 15 years.

3.5 Personnel, Training, and Discharge Prevention Procedures

The Airport Manager has been designated as the point of contact for oil discharge prevention and response at this facility.

Airport personnel that will handle oil products will receive training on proper handling of oil products and procedures to respond to an oil discharge prior to beginning work. The training ensures that personnel understand the procedures described in this SPCC and are informed of the requirements under applicable pollution control laws, rules, and regulations.

The Airport Manager and Line Supervisor receive annual recertification of the Aviation Competence & Education (ACE) course delivered by Shell Aviation consultants.

Oil-handling personnel receive the FAA Hazardous Waste Operations and Emergency Response Standard (HAZWOPER), HAZMAT, and emergency response training. Certifications are renewed as required, and training records and certificates are kept at the Airport office for a minimum of three years.

Rowan County Airport holds briefings with operations personnel (including contractor personnel as appropriate) at least once a year, as described below.

3.5.1 Spill Prevention Briefing

The Airport Manager conducts spill prevention briefings annually to ensure adequate understanding and effective implementation of this SPCC. These briefings highlight and describe known spill events or failures, malfunctioning components, and recently developed precautionary measures. A Discharge Prevention Briefing Log form is provided in Appendix D to this Plan and is used to document the briefings. The scheduled annual briefing includes a review of airport policies and procedures relating to spill prevention,

control, cleanup, and reporting; procedures for routine handling of products (i.e., loading, unloading, transfers); SPCC inspections and spill prevention procedures; spill reporting procedures; spill response; and recovery, disposal, and treatment of spilled material.

The general outline of the briefings is as follows:

- Responsibilities of personnel and designated person accountable for spill prevention
- Spill prevention regulations and requirements
- Spill prevention procedures
- Spill reporting and cleanup procedures
- History/cause of known spill events
- Equipment failures and operational issues
- Recently developed measures/procedures
- Proper equipment operation and maintenance
- Procedures for draining rainwater from secondary containment basin

APPENDIX A – FIGURES

LIST OF FIGURES

APPENDIX B – FORMS

LIST OF FORMS

MONTHLY INSPECTION CHECKLIST

Further description and comments, if needed, should be provided on a separate sheet of paper and attached to this sheet. Any item answered "YES" needs to be promptly reported, repaired, or replaced, as it may result in non-compliance with regulatory requirements. Records are maintained with the SPCC at the Rowan County Airport office.

Date: _____ Signature: _____

	Yes	No	Description & Comments (Note tank/equipment ID)
Storage tanks and Separation Equipment			
Tank surfaces show signs of leakage			
Tanks show signs of damage, rust, or deterioration			
Bolts, rivets or seams are damaged			
Aboveground tank supports are deteriorated or buckled			
Aboveground tank foundations have eroded or settled			
Gaskets are leaking			
Level gauges or alarms are inoperative			
Vents are obstructed			
Thief hatch and vent valve does not seal air tight			
Containment wall shows discoloration or stains			
Wall is cracked or breached or has vegetation			
Containment drainage valves are open/broken			
Tank area clear of trash and vegetation			
Equipment protectors, labels, or signs are missing			
Piping and Related Equipment			
Valve seals or gaskets are leaking.			
Pipelines or supports are damaged or deteriorated.			
Buried pipelines are exposed.			
Transfer equipment			
Loading/unloading lines are damaged or deteriorated.			
Connections are not capped or blank-flanged			
Secondary containment is damaged or stained			
Response Kit Inventory			
Discharge response material is missing or damaged or needs replacement			

Additional Remarks (attach sheet as needed):

RECORD OF DIKE DRAINAGE

This record must be completed when rainwater from diked areas is drained into a storm drain. Records are maintained with the SPCC at the Rowan County Airport office.

Date	Area	Presence of Oil	Time Started	Time Finished	Signature
	Containment Basin				
	Containment Basin				
	Containment Basin				
	Containment Basin				
	Containment Basin				
	Containment Basin				
	Containment Basin				
	Containment Basin				
	Containment Basin				
	Containment Basin				
	Containment Basin				
	Containment Basin				
	Containment Basin				

DISCHARGE PREVENTION BRIEFING LOG

Date	Type of Briefing	Instructor(s)
	Scheduled Annual Briefing. All operations personnel.	

DISCHARGE NOTIFICATION PROCEDURES

Circumstances, instructions, and phone numbers for reporting a discharge to the National Response Center and other federal, state, and local agencies, and to other affected parties, are provided below. They are also posted at the facility in the storage shed containing the discharge response equipment. Note that any discharge to water must be reported immediately to the National Response Center.

Airport Manager, Thad Howell (24 hours) **704-239-1434 (cell)**

Local Emergency (fire, explosion, or other hazards) **911**

Agency /Organization	Agency Contact	Circumstances	When to Notify
Federal Agencies			
National Response Center	1 (800) 424-8802	Discharge reaching navigable waters.	**Immediately (verbal)**
USEPA Region IV (Hotline)	1 (404) 562-8700		**Immediately (verbal)**
USEPA Region IV Regional Administrator	Sam Nunn Atlanta Federal Center 61 Forsyth St. SW Atlanta, GA 30303	Discharge 1,000 gallons or more; or second discharge of 42 gallons or more over a 12-month period.	Written notification within 60 days (see Section 2.1 of this Plan)
State Agencies			
NC Hazardous Materials Regional Response Team RRT-7 Charlotte	(704) 336-2441	1) Injury requiring hospitalization or fatality. 2) Fire, explosion, or other impact that could affect public safety. 3) Release exceeding 24-hour reportable quantity. 4) Impact to areas beyond the facility's confines.	**Immediately (verbal)**

Agency /Organization	Agency Contact	Circumstances	When to Notify
NCDENR Regional Office	(704) 663-1699 or 1 (800) 858-0368 (after business hours, weekends and holidays)	Discharges of 25 gals or more or causes sheen on nearby surface water body; or discharge < 25 gallons but cannot be cleaned up within 24 hours of discharge or discharge causes sheen on nearby surface water.	**Within 24 hours of discovery (verbal).** Written notification within 7 working days.
Local Agencies			
Rowan County Emergency Management	704-216-8900	Discharges that pose emergency conditions, regardless of the volume discharged.	**Within 1 hour** of discovery (verbal).
Others			
Noble Oil Services (24-hour)	1 (800) 662-5364	For removal and disposal of fuels or fuel-contaminated water.	As needed

The person reporting the discharge must provide the following information:

- Name, location, organization, and telephone number;
- Name and address of the owner/operator;
- Date and time of the incident;
- Location of the incident;
- Source and cause of discharge;
- Types of material(s) discharged;
- Total quantity of materials discharged;
- Quantity discharged in harmful quantity (to navigable waters or adjoining shorelines);
- Danger or threat posed by the release or discharge;
- Description of all affected media (e.g., water, soil);
- Number and types of injuries (if any) and damaged caused;
- Weather conditions;
- Actions used to stop, remove, and mitigate effects of the discharge;
- Whether an evacuation is needed;
- Name of individuals and/or organizations contacted; and
- Any other information that may help emergency personnel respond to the incident.

Whenever the facility discharges more than 1,000 gallons of oil in a single event, or discharges more than 42 gallons of oil in each of two discharge incidents within a 12-month period, the Airport

Operations Manager must provide the following information to the USEPA Regional Administrator within 60 days:

- Name of the facility;
- Name of the owner or operator;
- Location of the facility;
- Maximum storage or handling capacity and normal daily throughput;
- Corrective actions and countermeasures taken, including a description of equipment repairs and replacements;
- Description of facility, including maps, flow diagrams, and topographical maps;
- Cause of the discharge(s) to navigable waters, including a failure analysis of the system and subsystems in which the failure occurred;
- Additional preventive measures taken or contemplated to minimize possibility of recurrence; and
- Other pertinent information requested by the Regional Administrator.

DISCHARGE NOTIFICATION FORM

*** Notification must not be delayed if information or individuals are not available.

Facility: **Rowan County Airport**
3670 Airport Loop Road
Salisbury, NC 28147
(704) 216-7749

Description of Discharge		
Date/Time	Release date: Release time: Duration:	Discovery date: Discovery time:
Reporting Individual	Name: Title: Tel. #:	
Location of Discharge	Latitude: Longitude:	Description:
Equipment Source	• tank • piping • fuel truck • unknown	Description: Equipment ID:
Product	• Jet-A • AVGAS • Diesel • Auto Gas • Other*	* Describe other:
Appearance and Description		
Environmental Conditions	Wind direction: Wind speed:	Rainfall: Current:

Impacts		
Quantity	Released:	Recovered:
Receiving Medium	• water** • land • other (describe):	• Release confined to company property. • Release outside company property. ** If water, indicate extent and body of water
Describe Circumstances of the Release		
Assessment of Impacts and Remedial Actions		
Disposal Method for Recovered Material		
Action taken to Prevent Incident from Reoccurring		
Safety Issues	• Injuries • Fatalities • Evacuation	

Notifications		
Agency	**Name**	**Date/Time Reported and Comments**
Airport Operations Manager		
National Response Center 1-800-424-8802		
NCDENR		
State Emergency Management		
Catawba County Em		
Oil Spill Removal Organization/Cleanup Contractor		

EQUIPMENT SHUT-OFF PROCEDURES

Source	Action
Manifold, transfer pumps or hose failure	Immediately close the header/manifold or appropriate valve(s). Shut off transfer pumps.
Tank overflow	Close header/manifold or appropriate valve(s).
Explosion or fire	Immediately evacuate personnel from the area until the danger is over. If possible, close all manifold valves. If the fire is small enough such that it is safe to do so, attempt to extinguish with fire extinguishers available on site.
Equipment failure	Immediately close the nearest valve to stop the flow of oil into the leaking area.