

# Special Events

## Required Stormwater Best Management Practices

Best Management Practices (BMPs) are procedures and practices that all special event organizers **are required** to implement to prevent pollutants from entering our storm drains. Once sources of pollution have been identified, the next step is to select BMPs that eliminate or reduce stormwater pollution. Below is a list of required BMPs and in some cases additional BMPs may need to be implemented. Stormwater staff at the City of San Marcos can work with you to develop BMPs for your specific special event. For additional information contact: 760-744-1050 ext 3217, 3226, 3227



### Protection for All Seasons

Even when rain is not expected, event organizers are required to implement the designated BMPs. Depending on the size, location, number of participants, and other relevant factors, a Storm Water Pollution Prevention Plan (SWPPP) may need to be developed. The SWPPP is intended to help demonstrate that appropriate measures are being actively implemented before, during and after the event to reduce and prevent pollutants from leaving the event venue. The SWPPP must be approved by the City prior to Special Event Permit issuance.

### Preventative Maintenance

- Inspect equipment and vehicles frequently and clean up leaks and spills immediately.
- Prior to the event, locate and protect all drainage points using storm drains protection devices such as gravel bags, fabric filters, berms, containment booms, etc.
- Label or place signs at, around, or adjacent to storm drains with the following wording : "No Dumping" or other pollution prevention messages.
- Regularly inspect storm drains during the event to prevent pollutants from accumulating.

### Materials Storage and Handling

- Store materials in covered areas not exposed to rain.
- Keep outdoor storage areas clean.
- Clean around stored materials so that pollutants do not accumulate.
- Do not store materials over and/or next to a storm drain outlet.

### Waste Management

- Reduce, Reuse, Recycle.
- Frequently inspect trash and recycling receptacles to ensure they do not overflow. Place trash inside dumpsters or plastic bags until it can be removed.
- Dumpsters must be kept closed when not in use.
- Bag ALL food waste.
- Never place liquid waste, leaky bags, or hazardous waste in dumpsters or trash bins.

### Good House Keeping

- Use dry clean-up methods first! Never use a water hose or pressure washing system to clean up spills. Use mops, brooms, or wire brushes to clean sidewalks, pavement, and other paved surfaces. Wash water must be disposed of to the sanitary sewer and never the storm drains.
- Minimize the use of cleaning solutions and chemical agents. Dispose of waste properly.
- Keep site free of litter. Place trash and recycling receptacles around the site to minimize litter.

### Food Preparation

- Food vendors must have spill kits in or adjacent to their work area. Spill kits include: towels, kitty litter, and/or clean-up materials. All spill materials must be promptly cleaned up and disposed or properly.

### Temporary Restroom Stations

- Temporary restrooms must be placed away from locations that have potential to impact the storm drain system.
- All temporary restroom are required to have a secondary containment or additional BMPs to contain possible overflow.

### Staff & Vendor Training

- Discuss and distribute information about stormwater pollution prevention during staff (including contractor) training and vendor registration.

### Post Event Clean Up

- All streets, sidewalks, and public areas must be cleaned (sweeping, litter pickup, etc.) and returned to the pre-event condition.
- Remove temporary public art (chalk, paint, charcoal, clay, etc.) using dry clean-up methods only
- If a street sweeper will be used, ensure they are onsite promptly after the event.
- Assign an appropriate number of staff to promptly and adequately clean-up after the event.
- After the site has been cleaned, storm drain containment and protection devices must be removed.

### Additional Info

The City of San Marcos has developed an inventory of special events. These special events have been prioritized according to type of event, number in attendance, proximity to the nearest water body, and potential threat to water quality. Based on this prioritization, the City will be conducting stormwater compliance inspections of most special events within the city. These inspections will include a pre-event inspection where stormwater BMPs are evaluated. An event inspection is required to determine the effectiveness of BMPs, and a post-event inspection to ensure the site is properly cleaned. Compliance inspections may also include recommendations for additional measures that may be required to comply with the storm water regulations.