Cave Spring Fire Station County of Roanoke, Virginia

Spill Prevention, Control and Countermeasure Plan

Regulatory Statute 40 CFR Part 112

Project No. 60304.01

December 22, 2003

Prepared by:

STRATUS ENVIRONMENTAL SOLUTIONS, INC.

1100 S. Main Street ♦ Suite B ♦ Blacksburg VA 24060

Fort Lewis Fire Station, County of Roanoke, Virginia

EMERGENCY CONTACT LIST

For Use In The Event Of An Oil-Product Spill

1. **First contact (contact for any spill from tanks)**
   Roanoke County Non-emergency Fire Assistance: (540) 562-3265
   *Note: This number goes to the communication center which will notify the On-Duty Battalion Chief

2. **Second contact (contact if 911 called)**
   Roanoke County Non-emergency Fire Assistance: (540) 562-3265
   *Note: This number goes to the communication center which will notify the On-Call Staff Call-Back Person

3. **If 25 gallons or more is spilled or if any of the spill enters a storm drain, contact the National Response Station immediately:**
   NRC --- 1 – 800 – 424 – 8802

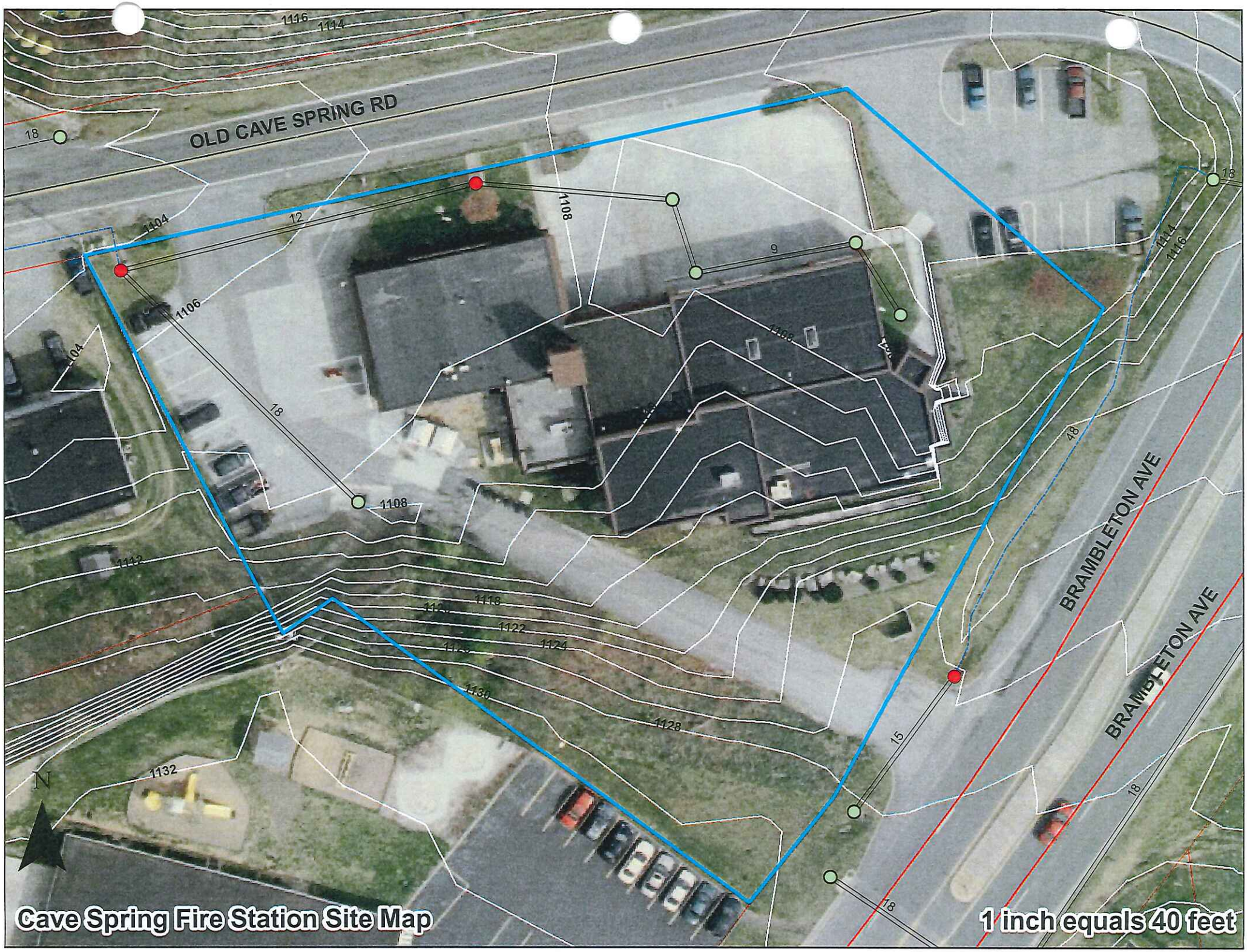
4. **If 25 gallons or more is spilled, or if any of the spill enters a storm drain, contact the local West Regional Central Office of the Virginia Department of Environmental Quality within 24 hours of the spill:**
   VDEQ --- 540 – 562 – 6700

5. **Hazardous spill cleanup and disposal companies:**

   Environmental Options, Inc.:
   720 Energy Boulevard, Rocky Mount, Virginia 540 – 483 - 3920

   LCM Corporation:
   3321 Shenandoah Avenue, NW, Roanoke, Virginia 540 – 344 – 5583

   WEL, Inc.:
   1040 Clearbrook Road, Roanoke, Virginia 800 – 847 – 2455


OLD CAVE SPRING RD
BRAMBLETON AVE
BRAMBLETON AVE
1116
1114
1104
1106
1108
1112
1118
1122
1124
1128
1132
12
18
9
15
48
N
Cave Spring Fire Station Site Map
1 inch equals 40 feet

Cave Spring Fire Station
County of Roanoke, Virginia

Spill Prevention, Control and Countermeasure Plan
Regulatory Statute 40 CFR Part 112

Project No. 60304.01

December 22, 2003

Prepared by:

STRATUS
ENVIRONMENTAL SOLUTIONS, INC.

1100 S. Main Street ♦ Suite B ♦ Blacksburg VA 24060

Spill Prevention, Control and Countermeasure Plan
Cave Spring Fire Station
County of Roanoke, Virginia
4212 Old Cave Spring Road
Roanoke, Virginia 24018

Professional Engineering Certification:

Certification: I hereby certify that I have examined the facility, and, being familiar with the provisions of 40 CFR Part 112, attest that this SPCC Plan has been prepared in accordance with good engineering practices, is adequate for the facility and testing and inspection procedures have been established.

Maureen P. Castern, PE — Date: December 23, 2003

Registration Number: 020645
Seal:

Management Approval:

Certification: I hereby certify that I am familiar with the contents of this SPCC Plan and have authorized the resources for its implementation.

Joey T. Stump,
Division Chief, Fire and Rescue Department
County of Roanoke, Virginia

Date:

CERTIFICATION OF APPLICABILITY OF SUBSTANTIAL HARM CRITERIA
Cave Spring Fire Station, County of Roanoke, Virginia

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

Yes: _____ No: ____X_____

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

Yes: _____ No: ____X_____

3. Does the Station have a total oil storage capacity greater than or equal to one million gallons and is the Station located at a distance such that a discharge from the Station could cause injury to fish and wildlife and sensitive environments?

Yes: _____ No: ____X_____

4. Does the Station have a total storage capacity greater or equal to one million gallons and is the Station located at a distance such that a discharge from the Station would shut down a public drinking water intake?

Yes: _____ No: ____X_____

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

Yes: _____ No: ____X_____

I certify under penalty of law that I have personally examined the facility 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.

Signature: _____ Date: _____

Joey T. Stump, Division Chief, Fire and Rescue Department
County of Roanoke, Virginia

TABLE OF CONTENTS

1.0
INTRODUCTION, PURPOSE AND SCOPE OF THE SPCC PLAN

1.1 INTRODUCTION

This Spill Prevention Control and Countermeasure (SPCC) Plan is intended to comply with the regulations of Title 40 Code of Federal Regulations (40 CFR) Part 112 for the Cave Spring Fire Station for the County of Roanoke ("the Station"), located at 4212 Old Cave Spring Road, Roanoke, Virginia 24018. The SPCC Plan is designed to provide the information and procedures necessary to assist Roanoke County administrators in minimizing the potential for accidental oil-product spills at the Station, which could potentially flow into streams and/or the Roanoke River. Because the Station stores over 1320 gallons of oil product in aboveground storage tanks at the facility the County is required to prepare and implement this Plan.

Using the language of the regulation, the SPCC Plan is required for owners and operators of non-transportation related onshore and offshore facilities engaged in drilling, producing, gathering, storing, processing, refining, transferring, distributing or consuming oil and oil products, and which, due to their location, could reasonably be expected to discharge oil in harmful quantities into or upon navigable waters of the United States, their tributaries, or adjoining shorelines in accordance with 40 CFR Part 112. To avoid terminology that may not be clear to all of the readers of this Plan, the term "discharges" will be replaced with "spills", and "navigable waters" will be replaced with "surface water" or "streams". "Oil products" means any liquid that is derived by processing petroleum, which in the case of the Station will routinely mean diesel fuel and/or gasoline, although other oil products may be on site in vehicles or other containers at other times.

This SPCC Plan includes procedures to avoid predictable releases of oil to streams and the river, however, not every potential situation can be foreseen. As the title of the Plan indicates, it will provide procedures to PREVENT spills, outline CONTROLS that are in place to catch any spills or leaks of oil product, and provide COUNTERMEASURE procedures to take in response to any spills that may occur to prevent the spills from reaching the storm drains. The Appendices of the Plan can be easily copied for use in record keeping, spill responses and training sessions.

1.2 SCOPE

This SPCC Plan is specifically written to cover operations at the Cave Spring Fire Station of the County of Roanoke. Implementation of this SPCC Plan is required by 40 CFR Part 112, and will be the responsibility of the facility operator, the County of Roanoke.

1.3 SPCC PLAN REVIEW AND REVISION REQUIREMENTS

This Plan must be revised according to a periodic schedule, or when certain facility changes are made, as follows:

1. This SPCC Plan must be reviewed, updated and evaluated for its effectiveness at least once every five years by the administration of the County of Roanoke. A certification for this review, which will next be necessary in 2008, is contained in Appendix A. The review will not require the services of a Professional Engineer if no major changes to the plan are necessary.
2. This SPCC Plan must be revised if there is a change in the aboveground storage tanks, or the Station facility itself, or its operation or maintenance that impacts the potential for spills of oil products. The modification of the concrete pad supporting the tanks at Cave Spring Fire Station is an example of such a change. A Professional Engineer must certify revisions in accordance with 40 CFR Part 112.3.
3. A revision is required if any of the following occur:
    a. A spill of 1000 gallons or more of oil product,
    b. 42 gallons or more are spilled in two events that occur within one year,
    c. Any spill that results in a sheen being seen on any surface water in a stream or river or drainage swale.

    In any of these 3 spill situations, the U.S. Environmental Protection Agency Region III Administrator may require an amendment to this Plan to ensure that future spills will not occur. The amendment will require the services of a Professional Engineer.

2.1 NAME AND ADDRESS OF FACILITY:

Cave Spring Fire Station
County of Roanoke, Virginia
4212 Old Cave Spring Road
Roanoke, Virginia 24018

2.2 NAME AND ADDRESS OF OWNER:

County of Roanoke
P.O. Box 29800
Roanoke, Virginia 24018
Telephone: 540-772-2006

2.3 NAME AND ADDRESS OF OPERATING DEPARTMENTS:

Roanoke County Fire and Rescue Department
540-561-8100
3568 Peters Creek, NW
Roanoke, Virginia 24109

2.4 FACILITY SITE DESCRIPTION:

The Cave Spring Fire Station ("the Station") of the County of Roanoke is located on approximately 2 acres, at the intersection of Brambleton Avenue and Old Cave Spring Road. The address of the Station is 4212 Old Cave Spring Road, Roanoke, Virginia 24018. The building houses fire and rescue vehicles and equipment, quarters for the fire fighters, and office space. The facility is manned 24 hours per day, 7 days per week. A diagram of the facility is included in Appendix B.

The Station is located in a commercial and residential area along Old Cave Spring Road and the intersection with Brambleton Avenue. Storm drains and swales in the area discharge to Mud Lick Creek, or its tributaries. The West Central Regional Office of the Virginia Department of Quality regulates discharges to Mud Lick Creek.

1,000

The Station is equipped with a steel 1200-gallon aboveground storage tank (AST) containing diesel fuel and a steel 1200-gallon AST containing gasoline.

Both tanks are located outside and adjacent to the Station. Both ASTs are equipped with secondary containment (See photographs in Appendix B). A diagram of the facility is also contained in Appendix B.

The ASTs provide diesel and gasoline fuel to fire and rescue and emergency service vehicles. A pump to dispense the fuel to the vehicles is provided immediately in front of each AST. Power to the pumps can be switched off in emergency situations by throwing the breaker inside the station.

The Station is set into the side of a hill. The highest point of the property is along Brambleton Avenue. The ASTs are located on a level concrete pad downgrade from Brambleton. Runoff from the property enters one of two large, grated storm drains and flows into a grassy swale along Old Cave Spring Road.

3.0
PREVENTION - EQUIPMENT FAILURE

There has not been an incidence of failure of the fuel tanks, their piping or the pumps at the Station up to the date of this Plan. Spill control measures at this facility are designed to contain spills to ensure that no releases are made to the environment.

In the event of an equipment failure resulting in the release of diesel or gasoline fuel, the total quantity of fuel that could be discharged, the rate of flow, direction of flow, duration of the spill and the potential for reaching surface waters varies depending on the type of equipment failure. The following section outlines these concerns for each possible type of equipment failure.

The facility uses several different types of preventive systems to contain oil and prevent spills from reaching surface waters. These include containment systems, routine inspections and security at the Station.

4.1 DIESEL FUEL AND GASOLINE STORAGE

Each 1200-gallon tank is totally enclosed within a secondary containment tank that can contain the entire contents of the tank and keeps any precipitation from entering. Bollards in front of the tanks prevent rupture of the tanks by vehicles in the parking lot. In addition, the tanks are on a concrete pad. In the event of a spill of oil product from the tanks or pumps, the fuel would enter the storm drain in the parking lot.

4.2 FUEL DISPENSING

Diesel fuel and gasoline are dispensed into vehicles assigned to the Fire and Rescue Department and most of the fuel is dispensed into vehicles assigned to the Station. All Station fire-fighting vehicles are equipped with spill kits, which can be used if there is a spill during fuel dispensing. Occasionally, other Fire and Rescue employees may use the fuel for a Departmental vehicle, but this rarely occurs. The pump nozzles are padlocked to the pumps. Everyone must sign in before fueling a vehicle before the padlocks are removed to dispense the fuel. The nozzles of the pumps are not provided with locking devices; therefore anyone dispensing fuel into a vehicle must remain holding the nozzle to the vehicle. The padlocks are replaced immediately following fuel dispensing and the area of the ASTs is inspected for evidence of spills or discharges.

4.3 PIPING AND HOSES

Piping from the ASTs runs directly into the adjacent pumps (see photographs in Appendix B). Minimizing the length of the pipe reduces the chances of leaks from the pipes and keeps it out of the way of the parking lot traffic. The bollards in front of the ASTs protect the tanks from being struck by vehicles and jarring the pumps. All piping is easily inspected for leaks. In an emergency the pumps can be shutoff by throwing the breaker inside the Station.

4.4 TANK TRUCK UNLOADING OPERATION

The tanker driver delivering gasoline or diesel fuel to the 1200-gallon aboveground storage tanks is responsible for unloading operations and must be present at all times during these activities. In order to fill the tank, the driver must climb the attached ladder to the top fill port of the tank and hold the fill nozzle in place. He can visually determine the level in the tank during filling. It is not possible for the driver to leave the tank and continue filling. No alarms are provided for tank overfills, as the driver must always be watching the filling of the tanks. In the event of a spill during bulk loading of the ASTs, Fire and Rescue personnel are available to help the driver contain the spill. If the fire fighters at the Station are out responding to a call when a spill occurs during the filling of the ASTs, then the tanker driver can receive help by calling 911.

4.5 INSPECTIONS

The ASTs and pumps are visually inspected each time they are filled and whenever fuel is dispensed. No written inspection form is prepared and retained. The tanks are adjacent to the parking area for Station staff, therefore any problems or leaks would be quickly detected by frequently passing Station staff members. Integrity testing of the tanks is performed every 5 years, when the tanks are registered with the Virginia Department of Environmental Quality. The next scheduled tank integrity testing will be performed in 2005. The testing shall be performed by personnel trained in tank inspection procedures such as API 653, API Recommended Practice 575, the Steel Tank Institute's (STI) SP001-03, or an equivalent industry standard.

4.5 DRAINAGE SYSTEMS

The Station is set into the side of a hill. The highest point of the property is along Brambleton Avenue. The ASTs are located on a level concrete pad downgrade from Brambleton Avenue. Runoff from the property enters one of two large, grated storm drains and flows into a grassy swale along Old Cave Spring Road.

4.6 SECURITY

Facility lighting allows for the discovery of spills occurring during the hours of darkness and deters vandalism. The Station is manned 24 hours per day, 7 days per week. The nozzles are padlocked to prevent vandalism and unauthorized use of the fuel. The Station is not fenced, as it is continuously manned. The nozzles to the pumps remain locked at all times.

4.7 PERSONNEL TRAINING AND RECORDS

Experienced, well-trained employees are essential for the successful implementation of this SPCC Plan. All Roanoke County employees view a video during their orientation concerning the importance of environmental awareness and good stewardship for County operations. The County maintains an ISO 14000-compliant Environmental Management System.

All new Fire Fighters receive training on standard procedures for spill responses as part of the requirements of the National Fire Protection Association. Their training meets the requirements of the Standard 472 HAZMAT Operations Level. In addition, an annual refresher briefing is provided. Sign-in sheets are retained by Fire and Rescue Administration for each training session.

In the past 10 years, underground fuel storage tanks were removed from behind the Fire Station. During their removal, it was discovered that the tanks had leaked and a remediation process was undertaken. The tanks were closed following all procedures set by the Virginia Department of Environmental Quality. A spill of oil product from the new aboveground storage tanks has not occurred at the Cave Spring Fire Station up to the development of this Plan. However, procedures should be in place and well understood by County personnel to prevent and respond properly in the event of a spill in the future.

5.1 SPILL RESPONSE PROCEDURES

Any County employees who discover a leak or spill at the Station should follow the steps outlined in Appendix C.

Roanoke County Fire and Rescue staff may contact an independent hazardous material handling contractor to cleanup a spill and dispose of the cleanup material. Local contractors that may be called in are:

Environmental Options, Inc.:
720 Energy Boulevard, Rocky Mount, Virginia. 540-483-3920

LCM, Corporation:
3321 Shenandoah Avenue, NW, Roanoke, Virginia. 540-344-5583

WEL, Inc.:
1040 Cave Spring Road, Roanoke, Virginia. 800-847-2455

The County will be responsible for ensuring that any company contracted to respond to a spill will perform the following:

- Temporary dikes will be constructed to control the spread of spilled oil product;
- Sorbents will be used to absorb small amounts of spilled oil;
- Spilled oil will be removed from temporary dikes. Clean up of the area will continue until all of the oil has been removed;
- Used sorbents and oil product will be disposed of at a permitted facility.

5.2 SPILL REPORTING PROCEDURES

Appendix C also outlines reporting requirements to state and Federal agencies. Appendix D is a checklist for the Spill Events Log at the Station. Appendix E is the Emergency Contact List. The Reportable Quantity for petroleum products in Virginia is 25 gallons or more. If the spill is from some other potentially hazardous chemical, the Fire and Rescue personnel responding will be able to determine if reports of the spill must be made to state and Federal agencies.

APPENDIX A

RE-CERTIFICATION CHECKLIST
OF THIS SPCC PLAN

CAVE SPRING FIRE STATION
COUNTY OF ROANOKE

SPILL, PREVENTION, CONTROL AND COUNTERMEASURE PLAN REVIEW

Requirements for Reviewing and Revising this Plan:

Changes in the facility design, construction, operation, or maintenance which materially affects the facility's potential for the discharge of oil into or upon the navigable waters of the United States or adjoining shorelines shall be reflected in this Plan by technical amendments, certified by a Professional Engineer, within 6 months of such change. In accordance with 40 CFR 112.5(b), a review and evaluation of this SPCC Plan shall be conducted at least every five (5) years regardless of changes at the facility.

I have completed the review and evaluation of the SPCC Plan for the Cave Spring Fire Station of the County of Roanoke, Virginia, and (will or will not) amend the Plan as a result.

This SPCC Plant: Will be amended _____ Will NOT be amended _____

Printed Name: _____

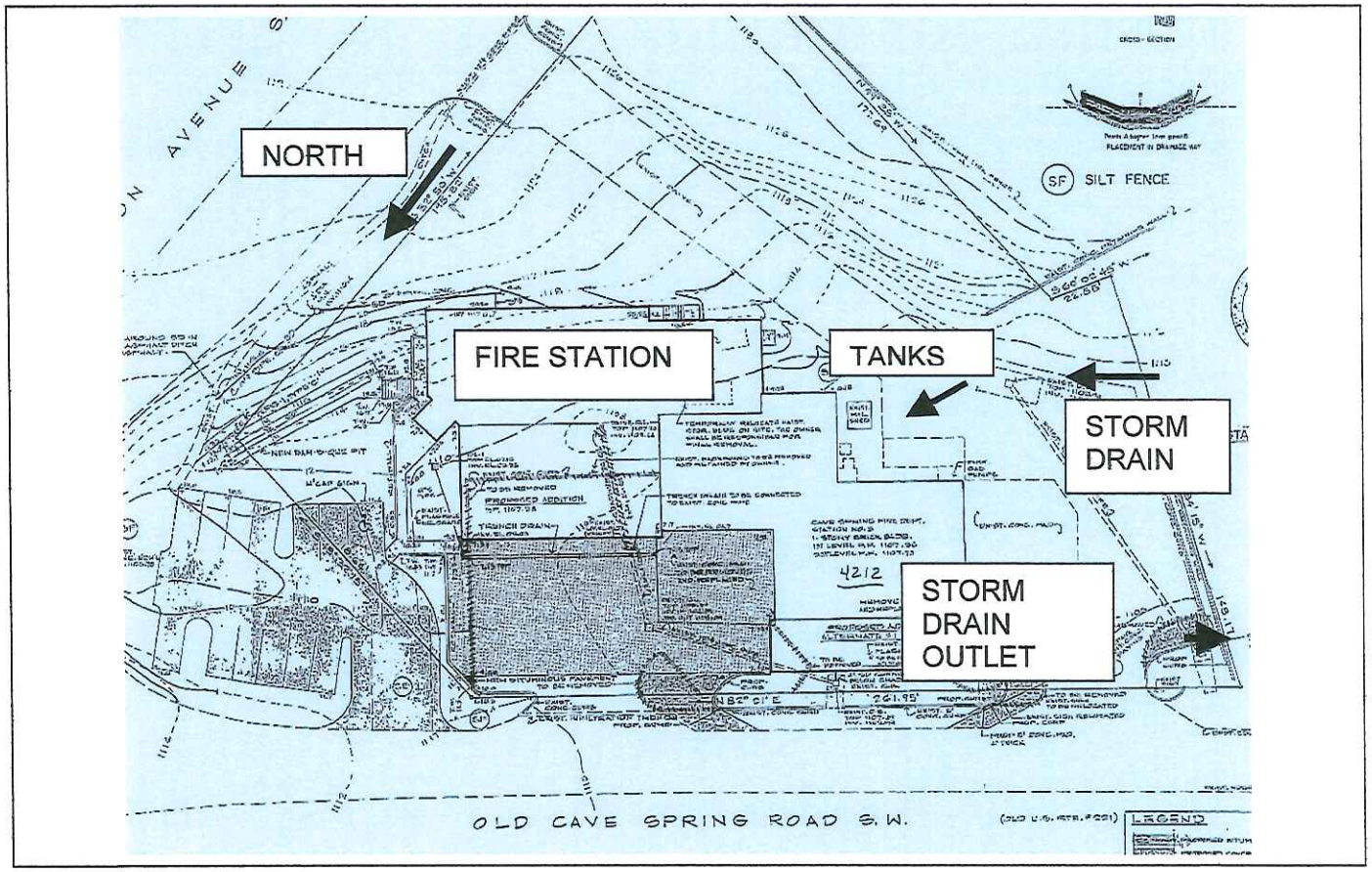
Title: _____

Signature: _____

Date: _____

APPENDIX B

DIAGRAM AND PHOTOS
OF THE CAVE SPRING FIRE STATION
COUNTY OF ROANOKE, VIRGINIA



SITE PLAN

CAVE SPRING FIRE STATION
ROANOKE COUNTY, VIRGINIA

PHOTOGRAPHS OF THE CAVE SPRING FIRE STATION
COUNTY OF ROANOKE

1,000

FRONT OF TWO 1200-GALLON FUEL TANKS

BACK OF THE TWO 1200-GALLON FUEL TANKS

STORM DRAIN NEAR THE TANKS

VIEW OF STORM DRAIN FROM THE TANKS

APPENDIX C

EMERGENCY SPILL EVENT PROCEDURES

EMERGENCY SPILL RESPONSE PROCEDURES

Cave Spring Fire Station, County of Roanoke

Immediately after discovering a oil-product spill or leak from the diesel or gasoline fuel tank or piping, you must do the following:

1. If possible, immediately stop the leak or spill;
2. Take steps to prevent a fire by turning off motors and any electrical equipment;
3. Call for help if you cannot stop the spill from flowing out of the area;
4. Contact the people listed in the Emergency Contact List in Appendix E;
5. If over 500 gallons of diesel fuel has been spilled, begin evacuation of the area within ¼ mile downwind of the spill;
6. If 25 or more gallons of oil product were spilled or if ANY of the spill reached a stream or storm drain, contact the local office of the Virginia Department of Environmental Quality (DEQ) and the National Response Station to report the spill within 24 hours (the sooner the better). It is possible that a DEQ employee may inspect the site and cleanup to ensure that no environmental damage has occurred. For spills of 1000 gallons or more, or if the Station has two spills or more within one year, each of at least 42 gallons (one barrel of oil), or if any spill results in a visible sheen on a stream, then additional reporting will be required. In this case, contact the County Attorney's Office for advice;
7. If the spill was from some chemical other than an oil product, determine whether the DEQ must be notified;
8. Complete the Emergency Spill Event Log Form, which is contained in Appendix D. Keep the copy of the completed form with the copy of the SPCC Plan at the Station and at the Public Safety Center and retain the copies for at least 3 years.
9. If cleanup material is left on-site after the cleanup, put it into an empty spill kit and replace the top of the container. Contact a Hazardous Waste Transportation Contractor to pick up the used material for proper disposal. Do not put the used material into the general trash, as this is a serious violation of hazardous waste disposal regulations! Only County personnel who have completed a certified training class on the US DOT Hazardous Waste Transportation regulations within the last 3 years are legally able to sign the Uniform Waste manifest presented by the Contractor when the used material is picked up. If you do not have that training, you must not sign the manifest.

Following the Cleanup: Schedule a meeting of all Fire and Rescue employees involved to discuss procedures that can be implemented to prevent spills such as the one that just occurred. Keep notes of the meeting and send a copy to the Division Chief and keep a copy with the Plan for use when the Plan is next reviewed and revised.

APPENDIX D

EMERGENCY SPILL EVENTS LOG CHECKLIST

LOG OF PETROLEUM PRODUCT SPILLS CHECKLIST
For Cave Spring Fire Station, Roanoke County

4212 Old Cave Spring Road, Roanoke, Virginia

Fire and Rescue Department: 540-561-8100

Date of Spill: _____ **Time of Spill:** _____

Location of Spill: _____

Material Spilled: _____
Note: the aboveground storage tanks in the parking lot can contain up to 100-gallons each of diesel fuel or gasoline.

Approximate Amount Spilled (Gallons): _____

Cause of Spill: _____

_____

_____

Name of Person Who Discovered Spill: _____

Actions Taken to Prevent and Cleanup Spill:

_____

_____

_____

People Notified of Spill (see attached emergency contact list):
Note: You must notify the VA Dept of Environmental Quality within 24 hours of any diesel spill of 25 gallons or more)

1. **Name:** _____ **Time Notified:** _____
2. **Name:** _____ **Time Notified:** _____
3. **Name:** _____ **Time Notified:** _____
4. **Name:** _____ **Time Notified:** _____

Was Anyone Injured? No ____ Yes ____ (provide details on separate sheet)

Was Anyone Evacuated? No ___ Yes ___(provide details on separate sheet)

Note: According to the Emergency Response Guidebook, developed by the US Dept of Transportation, you must evacuate everyone downwind of a spill of 500 feet or more, for at least 1000 feet (about ¼ mile).

Contractors Hired to Provide Cleanup, if any: _____
Note: See local contracting companies on attached emergency contact sheet.

Disposal of Cleanup Material and Used Absorbent:
Were Used Absorbent and Cleanup Material Transported for Disposal?
Yes: _____ **No:** _____

Name of County Employee Who Signed the Manifest:

_____

Date That Station Received the Final Original Manifest From Disposal Facility: _____

Employee Completing Log (please print): _____

Signature: _____

To Be Completed Within One Month Of Spill:

Date Of Meeting To Discuss Spill With Employees Managing Diesel Fuel And Tanks: _____

Action Steps Agreed Upon At Meeting To Minimize Potential For Another Similar Spill Event:

_____

_____

_____

_____

Employee Completing Follow-up Log (please print):

_____

Signature: _____

APPENDIX E

EMERGENCY CONTACT LIST

CAVE SPRING FIRE STATION, COUNTY OF ROANOKE

EMERGENCY CONTACT LIST
For Use In The Event Of An Oil-Product Spill

1. First contact (contact for any spill from tanks):

   Battalion Chief on Duty: 581-9301 (pager) and Non-emergency dispatcher: 561-8036

2. Second contact (contact if 911 called):

   Joey Stump, Division Chief: 561-8036

3. If 25 gallons or more is spilled, or if any of the spill enters a storm drain, contact the National Response Station immediately:

   NRC --- 800-424-8802

4. If 25 gallons or more is spilled, or if any of the spill enters a storm drain, contact the local West Regional Central Office of the Virginia Department of Environmental Quality and the Virginia Department of Emergency Management within 24 hours of the spill:

   DEQ ---- 540-562-6700 and
   DEM ---- 1-800-468-8892

5. Hazardous spill cleanup and disposal companies:

   Environmental Options, Inc.:
   720 Energy Boulevard, Rocky Mount, Virginia **540-483-3920**

   LCM, Corporation:
   3321 Shenandoah Avenue, NW, Roanoke, Virginia **540-344-5583**

   WEL, Inc.:
   1040 Cave Spring Road, Roanoke, Virginia **800-847-2455**

APPENDIX F

CROSS-REFERENCE OF SPCC PLAN WITH
40 CFR PART 112 REGULATIONS

CROSS-REFERENCE OF SPCC PLAN WITH
40 CFR PART 112 REGULATIONS

CAVE SPRING FIRE STATION, COUNTY OF ROANOKE, VIRGINIA

40 CFR SECTION	DESCRIPTION OF SECTION	PAGE
112.1	General Applicability	All
112.2	Definitions	All
112.3	Requirement to Prepare and Implement Plan	1
112.4	Amendments by Regional Administrator	2
112.5	Amendments by Owners	2
112.6	Reserved	NA
112.7	General Requirements	All
112.7(a)(1)	Compliance with Requirements of the Regulation	Signature Page
112.7(a)(2)	Deviations From Compliance	7
112.7(a)(3)	Description of Facility	3
112.7(a)(3)	Facility Site Plan	Appendix B
112.7(a)(3)(i)	Type of Oil in Each Container	3,7
112.7(a)(3)(ii)	Discharge Prevention Procedures	6
112.7(a)(3)(iii)	Controls for Each Container	6
112.7(a)(3)(iv)	Countermeasures for Each Container	9, Appendix C
112.7(a)(3)(v)	Disposal of Recovered Materials	10, Appendix C
112.7(a)(3)(vi)	Emergency Contact List	Appendix E
112.7(a)(4)	Spill Log	Appendix D
112.7(a)(5)	Appendices	Appendices
112.7(b)	Fault Analysis and Spill History	5
112.7(c)	Secondary Containment	6
112.7(d)	Requirements for Contingency Planning	NA
112.7(e)	Inspections, tests and records	7
112.7(f)	Employee Training	8
112.7(g)	Security	7
112.7(h)	Loading and unloading of containers	7
112.7(i)	Fracture Evaluation for Modified Field-Built Tanks	NA
SUBPART B	Requirements for Petroleum Oils and Non-Petroleum Oils	
112.8	Specific Requirements for Onshore Facilities	All
112.8(a)	General Requirements	All
112.8(b)	Facility Drainage Control	4,7

112.8(c)	Details on Bulk Storage Containers:	
112.8(c)(1)	Container Material	6
112.8(c)(2)	Secondary Containment	6
112.8(c)(3)	Uncontaminated Rainwater Drainage	NA
112.8(c)(4)	Completely Buried Tanks	NA
112.8(c)(5)	Partially Buried Tanks	NA
112.8(c) (6)	AST Integrity Testing	7
112.8(c)(7)	Internal Heating Coils	NA
112.8(c)(8)	New and Updated Container Installation	NA
112.8(c)(9)	Effluent Treatment Facilities	NA
112.8(c)(10)	Visible Discharges Correction	9, Appendix C
112.8(c)(11)	Mobile Containers	NA
112.8(d)	Facility Transfer Operations	7
112.9	Specific Requirements for Onshore Production Facilities	NA
112.10	Requirements for Inshore Oil Drilling Facilities	NA
112.11	Requirements for Offshore Oil Drilling or Production Facilities	NA
SUBPART C	Requirements for Animal, Fish Vegetable, and Fruit Oils	NA
SUBPART D	Facility Response Plan Requirements	NA

CAVE SPRING FIRE STATION
COUNTY OF ROANOKE

SPILL, PREVENTION, CONTROL AND COUNTERMEASURE PLAN REVIEW

Requirements for Reviewing and Revising this Plan:

Changes in the facility design, construction, operation, or maintenance which materially affects the facility's potential for the discharge of oil into or upon the navigable waters of the United States or adjoining shorelines shall be reflected in this Plan by technical amendments, certified by a Professional Engineer, within 6 months of such change. In accordance with 40 CFR 112.5(b), a review and evaluation of this SPCC Plan shall be conducted at least every five (5) years regardless of changes at the facility.

I have completed the review and evaluation of the SPCC Plan for the Cave Spring Fire Station of the County of Roanoke, Virginia, and (will or will not) amend the Plan as a result.

This SPCC Plant: Will be amended _____ Will NOT be amended ✓

Printed Name: GEORGE W. SIMPSON, III

Title: COUNTY ENGINEER

Signature: George W. Simpson, III

Date: 24 MARCH 2011

SPCC Plan Amendment

Cave Spring Fire Station

Inspection Date: July 21, 2010

Technical Amendments: None required at this time.

Administrative Amendments:

1. There is a typo in the original plan which states that there are two 1200 gallon ASTs located at the subject property. This is incorrect; the tanks are actually 1000 gallon ASTs.

2. The emergency contact information (Appendix E) specifies the primary, secondary, and hazardous spill cleanup information. This information has changed since the plan was written. Updated contact information has been added to Appendix E.

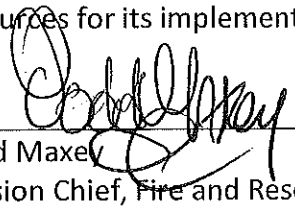
3. The Management Approval Certification and the Certification of Applicability of Substantial Harm Criteria was never signed and dated by the owner on the original plan. The certification and signature has been provided on the next page as a part of this Amendment.

4. The facility information in section 2.3 of this plan is no longer correct and has been marked out. The new address for the Roanoke County Fire and Rescue Department is:

   Roanoke County Fire and Rescue Department
   540-777-8701
   5925 Cove Road, NW
   Roanoke, VA 24019

Management Approval Certification:

I hereby certify that I am familiar with the contents of the SPCC Plan and have authorized the resources for its implementation

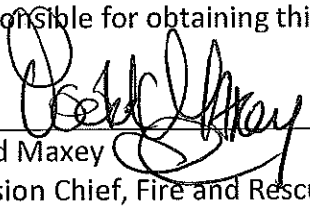


9-10-10

Todd Maxey — Date
Division Chief, Fire and Rescue Department
Roanoke County, Virginia

Certification of Applicability of Substantial Harm Criteria

I certify under penalty of law that I have personally examined the facility 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.



9-10-10

Todd Maxey — Date
Division Chief, Fire and Rescue Department
Roanoke County, Virginia

Five Year Review Plan Summary Page

In accordance with 40 CFR 112.5(b), a review and evaluation of this plan shall be conducted at least every five years regardless of changes at the facility. The reviews and evaluations are recorded below:

REVIEWER	DATE	AMENDMENT REQUIRED?	PE CERTIFICATION REQUIRED?
Megan Daily	July 21, 2010	Yes-Administrative (non-technical)	No

Clearbrook Fire Station
Public Safety Building #7
County of Roanoke, Virginia

Spill Prevention, Control and Countermeasure Plan
Regulatory Statute 40 CFR Part 112

Project No. 60304.01

December 22, 2003

Prepared by:

STRATUS ENVIRONMENTAL SOLUTIONS, INC.

1100 S. Main Street ♦ Suite B ♦ Blacksburg VA 24060


INDIAN
AVE RD
1150
1152
1154
1156
1158
1160
1168
1172
1174
1178
1180
1182
1184
1186
1188
N
Clearbrook Fire Station Site Map
1 inch equals 50 feet

Cave Spring Fire Station, County of Roanoke, Virginia

EMERGENCY CONTACT LIST

For Use In The Event Of An Oil-Product Spill

1. **First contact (contact for any spill from tanks)**
   Roanoke County Non-emergency Fire Assistance: (540) 562-3265
   *Note: This number goes to the communication center which will notify the On-Duty Battalion Chief

2. **Second contact (contact if 911 called)**
   Roanoke County Non-emergency Fire Assistance: (540) 562-3265
   *Note: This number goes to the communication center which will notify the On-Call Staff Call-Back Person

3. **If 25 gallons or more is spilled or if any of the spill enters a storm drain, contact the National Response Station immediately:**
   NRC --- 1 – 800 – 424 – 8802

4. **If 25 gallons or more is spilled, or if any of the spill enters a storm drain, contact the local West Regional Central Office of the Virginia Department of Environmental Quality within 24 hours of the spill:**
   VDEQ --- 540 – 562 – 6700

5. **Hazardous spill cleanup and disposal companies:**

   Environmental Options, Inc.:
   720 Energy Boulevard, Rocky Mount, Virginia 540 – 483 - 3920

   LCM Corporation:
   3321 Shenandoah Avenue, NW, Roanoke, Virginia 540 – 344 – 5583

   WEL, Inc.:
   1040 Clearbrook Road, Roanoke, Virginia 800 – 847 – 2455

Clearbrook Fire Station
Public Safety Building #7
County of Roanoke, Virginia

Spill Prevention, Control and Countermeasure Plan
Regulatory Statute 40 CFR Part 112

Project No. 60304.01

December 22, 2003

Prepared by:

STRATUS ENVIRONMENTAL SOLUTIONS, INC.

1100 S. Main Street ♦ Suite B ♦ Blacksburg VA 24060

Spill Prevention, Control and Countermeasure Plan
Clearbrook Fire Station-Public Safety Building #7
County of Roanoke, Virginia
5342 Indian Grave Road,
Roanoke, Virginia 24014

Professional Engineering Certification:

Certification: I hereby certify that I have examined the facility, and, being familiar with the provisions of 40 CFR Part 112, attest that this SPCC Plan has been prepared in accordance with good engineering practices, is adequate for the facility and testing and inspection procedures have been established.

Maureen P. Castern, PE

DECEMBER 23, 2003
Date:

Registration Number: 020645
Seal:

Management Approval:

Certification: I hereby certify that I am familiar with the contents of this SPCC Plan and have authorized the resources for its implementation.

Joey T. Stump,
Division Chief, Fire and Rescue Department
County of Roanoke, Virginia

Date:

CERTIFICATION OF APPLICABILITY OF SUBSTANTIAL HARM CRITERIA
Clearbrook Fire Station, County of Roanoke, Virginia

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

Yes: _____ No: ____X_____

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

Yes: _____ No: ____X_____

3. Does the Station have a total oil storage capacity greater than or equal to one million gallons and is the Station located at a distance such that a discharge from the Station could cause injury to fish and wildlife and sensitive environments?

Yes: _____ No: ____X_____

4. Does the Station have a total storage capacity greater or equal to one million gallons and is the Station located at a distance such that a discharge from the Station would shut down a public drinking water intake?

Yes: _____ No: ____X_____

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

Yes: _____ No: ____X_____

I certify under penalty of law that I have personally examined the facility 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.

Signature: _____ Date: _____

Joey T. Stump, Division Chief, Fire and Rescue Department
County of Roanoke, Virginia

TABLE OF CONTENTS

1.0 INTRODUCTION, PURPOSE AND SCOPE OF THE SPCC PLAN

1.1 INTRODUCTION

This Spill Prevention Control and Countermeasure (SPCC) Plan is intended to comply with the regulations of Title 40 Code of Federal Regulations (40 CFR) Part 112 for the Clearbrook Fire Station-Public Safety Building #7 for the County of Roanoke ("the Station"), located at 5342 Indian Grave Road, Roanoke, Virginia 24014. The SPCC Plan is designed to provide the information and procedures necessary to assist Roanoke County administrators in minimizing the potential for accidental oil-product spills at the Station, which could potentially flow into streams and/or the Roanoke River. Because the Station stores over 1320 gallons of oil product in aboveground storage tanks at the facility the County is required to prepare and implement this Plan.

Using the language of the regulation, the SPCC Plan is required for owners and operators of non-transportation related onshore and offshore facilities engaged in drilling, producing, gathering, storing, processing, refining, transferring, distributing or consuming oil and oil products, and which, due to their location, could reasonably be expected to discharge oil in harmful quantities into or upon navigable waters of the United States, their tributaries, or adjoining shorelines in accordance with 40 CFR Part 112. To avoid terminology that may not be clear to all of the readers of this Plan, the term "discharges" will be replaced with "spills", and "navigable waters" will be replaced with "surface water" or "streams". "Oil products" means any liquid that is derived by processing petroleum, which in the case of the Station will routinely mean diesel fuel and/or gasoline, although other oil products may be on site in vehicles or other containers at other times.

This SPCC Plan includes procedures to avoid predictable releases of oil to streams and the river, however, not every potential situation can be foreseen. As the title of the Plan indicates, it will provide procedures to PREVENT spills, outline CONTROLS that are in place to catch any spills or leaks of oil product, and provide COUNTERMEASURE procedures to take in response to any spills that may occur to prevent the spills from reaching the storm drains. The Appendices of the Plan can be easily copied for use in record keeping, spill responses and training sessions.

1.2 SCOPE

This SPCC Plan is specifically written to cover operations at the Clearbrook Fire Station-Public Safety Building #7 of the County of Roanoke. Implementation of this

SPCC Plan is required by 40 CFR Part 112, and will be the responsibility of the facility operator, the County of Roanoke.

1.3 SPCC PLAN REVIEW AND REVISION REQUIREMENTS

This Plan must be revised according to a periodic schedule, or when certain facility changes are made, as follows:

1. This SPCC Plan must be reviewed, updated and evaluated for its effectiveness at least once every five years by the administration of the County of Roanoke. A certification for this review, which will next be necessary in 2008, is contained in Appendix A. The review will not require the services of a Professional Engineer if no major changes to the plan are necessary.
2. This Plan must be revised when there is a change in the aboveground storage tanks, or the Station facility itself, or its operation or maintenance that impacts the potential for spills of oil products. A Professional Engineer must certify revisions in accordance with 40 CFR Part 112.3.
3. A revision is required if any of the following occur:
    a. A spill of 1000 gallons or more of oil product,
    b. 42 gallons or more are spilled in two events that occur within one year,
    c. Any spill that results in a sheen being seen on any surface water in a stream or river or drainage swale.

    In any of these 3 spill situations, the U.S. Environmental Protection Agency Region III Administrator may require an amendment to this Plan to ensure that future spills will not occur. The amendment will require the services of a Professional Engineer.

2.1 NAME AND ADDRESS OF FACILITY:

Clearbrook Fire Station - Public Safety Building #7
County of Roanoke, Virginia
5342 Indian Grave Road
Roanoke, Virginia 24014

2.2 NAME AND ADDRESS OF OWNER:

County of Roanoke
P.O. Box 29800
Roanoke, Virginia 24018
Telephone: 540-772-2006

2.3 NAME AND ADDRESS OF OPERATING DEPARTMENTS:

Roanoke County Fire and Rescue Department
540-561-8100
3568 Peters Creek, NW
Roanoke, Virginia 24109

2.4 FACILITY SITE DESCRIPTION:

The Clearbrook Fire Station ("the Station") of the County of Roanoke is located on approximately 2 acres, at the intersection of Highway 220 South and Indian Grave Road. The address of the Station is 5342 Indian Grave Road, Roanoke, Virginia 24014. The building houses fire and rescue vehicles and equipment, quarters for the fire fighters, and office space. The facility is manned 24 hours per day, 7 days per week. A diagram of the facility is included in Appendix B.

The Station is located in a commercial and residential area along Highway 220 South and the intersection Indian Grave Road. Storm drains and swales in the area discharge to Back Creek, or its tributaries. The West Central Regional Office of the Virginia Department of Quality regulates discharges to Back Creek.

The Station is equipped with a steel 1000-gallon aboveground storage tank (AST) containing diesel fuel and a steel 550-gallon AST containing gasoline. Both tanks are located outside and adjacent to the Station. Both ASTs are

500

equipped with secondary containment (See photographs in Appendix B). A diagram of the facility is also contained in Appendix B.

The ASTs provide diesel and gasoline fuel to fire and rescue and emergency service vehicles. A pump to dispense the fuel to the vehicles is provided immediately in front of each AST. An emergency shut-off switch for the pumps is located on the wall outside of the Station, adjacent to the ASTs.

The ASTs are on a concrete pad behind the Station parking lot. A gentle grass swale runs from the front of the ASTs to the lowest point on the Station property at the eastern end of the lot. Stormwater will run across the front ASTs into the swale. There is a small low area immediately in front of the ASTs that will store a minimum amount of runoff (see the photos in Appendix B). There are no storm drains near the tanks.

3.0
PREVENTION - EQUIPMENT FAILURE

There has not been an incidence of failure of the fuel tanks, their piping or the pumps at the Station up to the date of this Plan. Spill control measures at this facility are designed to contain spills to ensure that no releases are made to the environment.

In the event of an equipment failure resulting in the release of diesel fuel, the total quantity of fuel that could be discharged, the rate of flow, direction of flow, duration of the spill and the potential for reaching surface waters varies depending on the type of equipment failure. The following section outlines these concerns for each possible type of equipment failure.

4.0 SPILL PREVENTION, CONTROL PROCEDURES AND DEVICES

The facility uses several different types of preventive systems to contain oil and prevent spills from reaching surface waters. These include containment systems, routine inspections and security at the Station.

4.1 DIESEL FUEL AND GASOLINE STORAGE

Each aboveground storage tank is totally enclosed within a secondary containment tank that can contain the entire contents of the tank and keeps any precipitation from entering. Bollards in front of the tanks prevent rupture of the tanks by vehicles in the parking lot. In addition, the tanks are on a concrete pad. In the event of a small spill of oil product from the tanks or pumps, the fuel would puddle in front of the tanks in the parking lot. Fuel from a large spill will run towards the grassy swale to the east of the property.

4.2 FUEL DISPENSING

Diesel fuel and gasoline are dispensed into vehicles assigned to the Fire and Rescue Department and most of the fuel is dispensed into vehicles assigned to the Station. All Station fire-fighting vehicles are equipped with spill kits, which can be used if there is a spill during fuel dispensing. Occasionally, other Fire and Rescue employees may use the fuel for a Departmental vehicle, but this rarely occurs. The pump power switch is padlocked when the pumps are not in use. Everyone must sign in before fueling a vehicle before the padlock is removed to dispense the fuel. The nozzles of the pumps are not provided with locking devices; therefore anyone dispensing fuel into a vehicle must remain holding the nozzle to the vehicle. The padlock is replaced on the power switch immediately following fuel dispensing and the area of the ASTs is inspected for evidence of spills or discharges.

4.3 PIPING AND HOSES

Piping from the ASTs runs directly into the adjacent pumps (see photographs in Appendix B). Minimizing the length of the pipe reduces the chances of leaks from the pipes and keeps it out of the way of the parking lot traffic. The bollards in front of the ASTs protect the tanks from being struck by vehicles and jarring the pumps. All piping is easily inspected for leaks. An emergency shutoff switch is provided on the Fire Station wall adjacent to the pumps. A sign should be installed on the wall labeling the emergency pump switch.

4.4 TANK TRUCK UNLOADING OPERATION

The aboveground storage tanks are filled approximately once monthly. The tanker driver delivering gasoline or diesel fuel is responsible for unloading operations and must be present at all times during these activities. In order to fill the tank, the driver must climb the attached ladder to the top fill port of the tank and hold the fill nozzle in place. He can visually determine the level in the tank during filling. It is not possible for the driver to leave the tank and continue filling. No alarms are provided for tank overfills, as the driver must always be watching the filling of the tanks. In the event of a spill during bulk loading of the ASTs, Fire and Rescue personnel are always available to help the driver contain the spill. If the fire fighters at the Station are out responding to a call when a spill occurs during the filling of the ASTs, then the tank driver can receive help by calling 911.

4.5 INSPECTIONS

The ASTs and pumps are visually inspected each time they are filled and whenever fuel is dispensed. No written inspection form is prepared and retained. The tanks are adjacent to the parking lot for Station staff, therefore any problems or leaks would be quickly detected by frequently passing Station staff members. Integrity testing of the tanks is performed every 5 years, when the tanks are registered with the Virginia Department of Environmental Quality. The next scheduled tank integrity testing will be performed in 2005. The testing shall be performed by personnel trained in tank inspection procedures such as API 653, API Recommended Practice 575, the Steel Tank Institute's (STI) SP001-03, or an equivalent industry standard.

4.5 DRAINAGE SYSTEMS

The parking lot drains to a grassy swale with a gentle slope just west of the concrete pad supporting the ASTs. The swale leads to a ditch alone Indian Grave Road.

4.6 SECURITY

Facility lighting allows for the discovery of spills occurring during the hours of darkness and deters vandalism. The Station is manned 24 hours per day, 7 days per week. The power switch for the pumps is padlocked to prevent vandalism and unauthorized use of the fuel. The Station is not fenced, as it is continuously manned.

4.7 PERSONNEL TRAINING AND RECORDS

Experienced, well-trained employees are essential for the successful implementation of this SPCC Plan. All Roanoke County employees view a video during their orientation concerning the importance of environmental awareness and good stewardship for County operations. The County maintains an ISO 14000-compliant Environmental Management System.

All new Fire Fighters receive training on standard procedures for spill responses as part of the requirements of the National Fire Protection Association. Their training meets the requirements of the Standard 472 HAZMAT Operations Level. In addition, an annual refresher briefing is provided. Sign-in sheets are retained for each training session.

5.0
COUNTERMEASURES FOR SPILL EVENTS

A spill of oil product from any source or cause has never occurred at the Clearbrook Fire Station up to the development of this Plan. However, procedures should be in place and well understood by County personnel to prevent and respond properly in the event of a spill in the future.

5.1 SPILL RESPONSE PROCEDURES

Any County employees who discover a leak or spill at the Station should follow the steps outlined in Appendix C.

Roanoke County Fire and Rescue staff may contact an independent hazardous material handling contractor to cleanup a spill and dispose of the cleanup material. Local contractors that may be called in are:

Environmental Options, Inc.:
720 Energy Boulevard, Rocky Mount, Virginia. 540-483-3920

LCM, Corporation:
3321 Shenandoah Avenue, NW, Roanoke, Virginia. 540-344-5583

WEL, Inc.:
1040 Clearbrook Road, Roanoke, Virginia. 800-847-2455

The County will be responsible for ensuring that any company contracted to respond to a spill will perform the following:

- Temporary dikes will be constructed to control the spread of spilled oil product;
- Sorbents will be used to absorb small amounts of spilled oil;
- Spilled oil will be removed from temporary dikes. Clean up of the area will continue until all of the oil has been removed;
- Used sorbents and oil product will be disposed of at a permitted facility.

5.2 SPILL REPORTING PROCEDURES

Appendix C also outlines reporting requirements to state and Federal agencies. Appendix D is a checklist for the Log of the Spills at the Station. Appendix E is the Emergency Contact List. The Reportable Quantity for petroleum products in Virginia is 25 gallons or more. If the spill is from some other potentially hazardous chemical, the Fire and Rescue personnel responding will be able to determine if reports of the spill must be made to state and Federal agencies.

APPENDIX A

RE-CERTIFICATION CHECKLIST
FOR THIS SPCC PLAN

CLEARBROOK FIRE STATION-PUBLIC SAFETY BUILDING #7, COUNTY OF ROANOKE

SPILL, PREVENTION, CONTROL AND COUNTERMEASURE PLAN REVIEW CHECKLIST

Requirements for Reviewing and Revising this Plan:

Changes in the facility design, construction, operation, or maintenance which materially affects the facility's potential for the discharge of oil into or upon the navigable waters of the United States or adjoining shorelines shall be reflected in this Plan by technical amendments, certified by a Professional Engineer, within 6 months of such change. In accordance with 40 CFR 112.5(b), a review and evaluation of this SPCC Plan shall be conducted at least every five (5) years regardless of changes at the facility.

I have completed the review and evaluation of the SPCC Plan for the Clearbrook Fire Station of the County of Roanoke, Virginia, and (will or will not) amend the Plan as a result.

This SPCC Plant: Will be amended _____ Will NOT be amended _____

Printed Name: _____

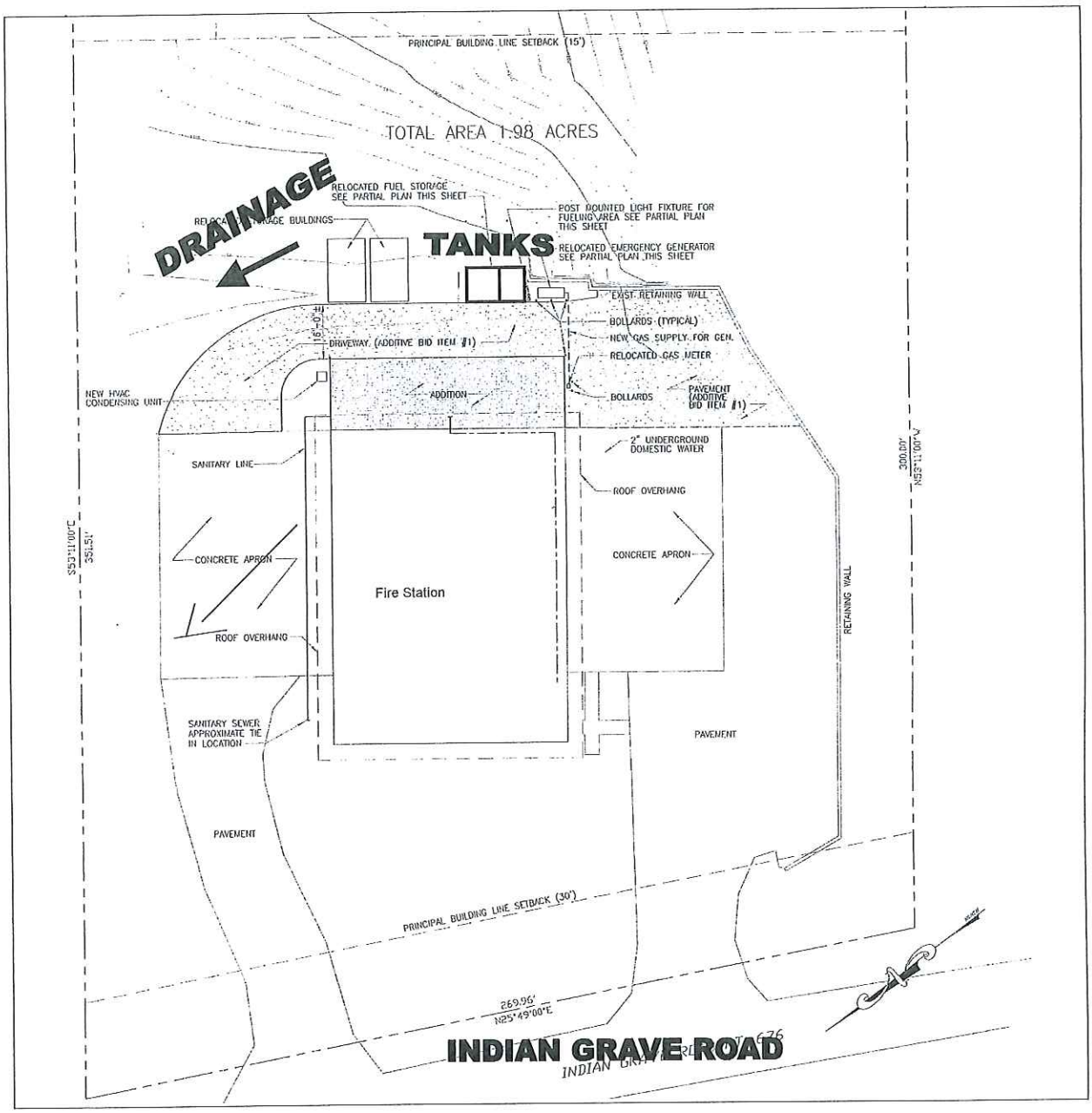
Title: _____

Signature: _____

Date: _____

APPENDIX B

DIAGRAM AND PHOTOS
OF THE CLEARBROOK FIRE STATION –
PUBLIC SAFETY BUILDING #7.
COUNTY OF ROANOKE, VIRGINIA



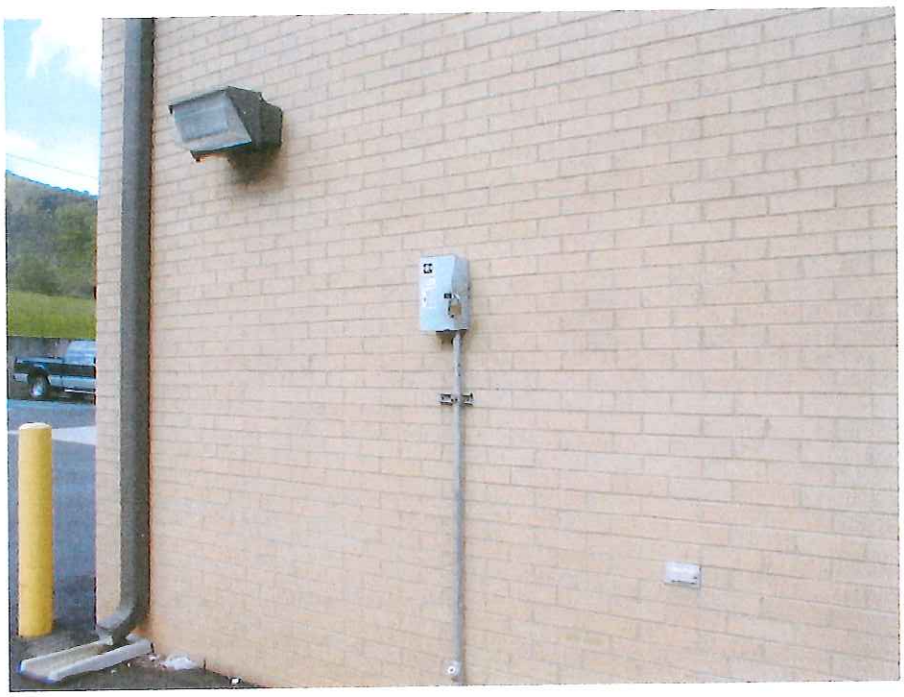
SITE PLAN

CLEARBROOK FIRE STATION
COUNTY OF ROANOKE, VIRGINIA

PHOTOGRAPHS OF THE CLEARBROOK FIRE STATION
COUNTY OF ROANOKE

FRONT OF TWO 1000-GALLON FUEL TANKS

SIDE OF THE TWO FUEL TANKS



PUMP SHUTOFF SWITCH

APPENDIX C

SPILL EVENTS PROCEDURES

EMERGENCY SPILL RESPONSE PROCEDURES

Clearbrook Fire Station, Public Safety Building #7, County of Roanoke

Immediately after discovering a oil-product spill or leak from the diesel fuel tank or piping, you must do the following:

1. If possible, immediately stop the leak or spill;
2. Take steps to prevent a fire by turning off motors and any electrical equipment;
3. Call for help if you cannot stop the spill from flowing out of the area;
4. Contact the people listed in the Emergency Contact List in Appendix E;
5. If over 500 gallons of diesel fuel has been spilled, begin evacuation of the area within ¼ mile downwind of the spill;
6. If 25 or more gallons of oil product were spilled or if ANY of the spill reached a stream, contact the local office of the Virginia Department of Environmental Quality and the National Response Station to report the spill within 24 hours (the sooner the better). It is possible that a DEQ employee may inspect the site and cleanup to ensure that no environmental damage has occurred. For spills of 1000 gallons or more, or if the Station has two spills or more within one year, each of at least 42 gallons (one barrel of oil), or if any spill results in a visible sheen on a stream, then additional reporting will be required. In this case, contact the County Attorney's Office for advice;
7. If the spill was from some chemical other than an oil product, determine whether the DEQ must be notified;
8. Complete the Spill Log Form, which is contained in Appendix D. Keep the copy of the completed form with the copy of the SPCC Plan at the Station and retain the copy for at least 3 years.
9. If cleanup material is left on-site after the cleanup, put it into an empty spill kit and replace the top of the container. Contact a Hazardous Waste Transportation Contractor to pick up the used material for proper disposal. Do not put the used material into the general trash, as this is a serious violation of hazardous waste disposal regulations! Only County personnel who have completed a certified training class on the US DOT Hazardous Waste Transportation regulations within the last 3 years are legally able to sign the Uniform Waste manifest presented by the Contractor when the used material is picked up. If you do not have that training, you must not sign the manifest.

Schedule a meeting of all Fire and Rescue employees involved to discuss procedures that can be implemented to prevent spills such as the one that just occurred. Keep notes of the meeting and send a copy to the Division Chief and keep a copy with the Plan for use when the Plan is next reviewed and revised.

APPENDIX D

SPILL EVENTS LOG CHECKLIST

LOG OF PETROLEUM PRODUCT SPILLS CHECKLIST
For Clearbrook Fire Station, Roanoke County

5342 Indian Grave Road, Roanoke, Virginia 24014

Fire and Rescue Department: 540-561-8100

Date of Spill: _____ **Time of Spill:** _____

Location of Spill: _____

Material Spilled: _____
Note: the aboveground storage tanks in the parking lot can contain up to 1000 gallons of diesel fuel or 500 gallons of gasoline.

Approximate Amount Spilled (Gallons): _____

Cause of Spill: _____

_____

_____

Name of Person Who Discovered Spill: _____

Actions Taken to Prevent and Cleanup Spill:

_____

_____

_____

People Notified of Spill (see attached emergency contact list):
Note: You must notify the VA Dept of Environmental Quality within 24 hours of any diesel spill of 25 gallons or more)

1. **Name:** _____ **Time Notified:** _____
2. **Name:** _____ **Time Notified:** _____
3. **Name:** _____ **Time Notified:** _____
4. **Name:** _____ **Time Notified:** _____

Was Anyone Injured? No ____ Yes ____ (provide details on separate sheet)

Was Anyone Evacuated? No ___ Yes ___(provide details on separate sheet)
Note: According to the Emergency Response Guidebook, developed by the US Dept of Transportation, you must evacuate everyone downwind of a spill of 500 gallons or more, for at least 1000 feet (about ¼ mile).

Contractors Hired to Provide Cleanup, if any: _____
Note: See local contracting companies on attached emergency contact sheet.

Disposal of Cleanup Material and Used Absorbent:
Were Used Absorbent and Cleanup Material Transported for Disposal?
Yes: _____ No: _____

Name of County Employee Who Signed the Manifest:

_____

Date That Station Received the Final Original Manifest From Disposal Facility: _____

Employee Completing Log (please print): _____

Signature: _____

To be completed within one month of spill:

Date of Meeting to Discuss Spill with employees managing diesel fuel and tanks: _____

Action steps agreed upon at meeting to minimize potential for another similar spill event:

_____

_____

_____

_____

Employee Completing Follow-up Log (please print):

_____

Signature: _____

APPENDIX E

EMERGENCY CONTACT LIST

CLEARBROOK FIRE STATION, COUNTY OF ROANOKE

EMERGENCY CONTACT LIST
For Use In The Event Of An Oil-Product Spill

1. First contact (contact for any spill from tanks):

   Battalion Chief on Duty: 581-9301 (pager)

2. Second contact (contact if 911 called):

   Joey Stump, Division Chief: 561-8036

3. If 25 gallons or more is spilled, or if any of the spill enters a storm drain, contact the National Response Station immediately:

   NRC --- 800-424-8802

4. If 25 gallons or more is spilled, or if any of the spill enters a storm drain, contact the local West Regional Central Office of the Virginia Department of Environmental Quality within 24 hours of the spill:

   DEQ ---- 540-562-6700

5. Hazardous spill cleanup and disposal companies:

   Environmental Options, Inc.:
   720 Energy Boulevard, Rocky Mount, Virginia 540-483-3920

   LCM, Corporation:
   3321 Shenandoah Avenue, NW, Roanoke, Virginia 540-344-5583

   WEL, Inc.:
   1040 Clearbrook Road, Roanoke, Virginia 800-847-2455

APPENDIX F

CROSS-REFERENCE OF SPCC PLAN WITH 40 CFR PART 112 REGULATIONS

CROSS-REFERENCE OF SPCC PLAN WITH 40 CFR PART 112 REGULATIONS

CLEARBROOK FIRE STATION, COUNTY OF ROANOKE, VIRGINIA

40 CFR SECTION	DESCRIPTION OF SECTION	PAGE
112.1	General Applicability	All
112.2	Definitions	All
112.3	Requirement to Prepare and Implement Plan	1
112.4	Amendments by Regional Administrator	2
112.5	Amendments by Owners	2
112.6	Reserved	NA
112.7	General Requirements	All
112.7(a)(1)	Compliance with Requirements of the Regulation	Signature Page
112.7(a)(2)	Deviations From Compliance	7
112.7(a)(3)	Description of Facility	3
112.7(a)(3)	Facility Site Plan	Appendix B
112.7(a)(3)(i)	Type of Oil in Each Container	3,7
112.7(a)(3)(ii)	Discharge Prevention Procedures	6
112.7(a)(3)(iii)	Controls for Each Container	6
112.7(a)(3)(iv)	Countermeasures for Each Container	9, Appendix C
112.7(a)(3)(v)	Disposal of Recovered Materials	10, Appendix C
112.7(a)(3)(vi)	Emergency Contact List	Appendix E
112.7(a)(4)	Spill Log	Appendix D
112.7(a)(5)	Appendices	Appendices
112.7(b)	Fault Analysis and Spill History	5,
112.7(c)	Secondary Containment	6
112.7(d)	Requirements for Contingency Planning	NA
112.7(e)	Inspections, tests and records	7
112.7(f)	Employee Training	8
112.7(g)	Security	7
112.7(h)	Loading and unloading of containers	7
112.7(i)	Fracture Evaluation for Modified Field-Built Tanks	NA
SUBPART B	Requirements for Petroleum Oils and Non-Petroleum Oils	
112.8	Specific Requirements for Onshore Facilities	All
112.8(a)	General Requirements	All
112.8(b)	Facility Drainage Control	4,7
112.8(c)	Details on Bulk Storage Containers:	
112.8(c)(1)	Container Material	6
112.8(c)(2)	Secondary Containment	6

112.8(c)(3)	Uncontaminated Rainwater Drainage	NA
112.8(c)(4)	Completely Buried Tanks	NA
112.8(c)(5)	Partially Buried Tanks	NA
112.8(c) (6)	AST Integrity Testing	7
112.8(c)(7)	Internal Heating Coils	NA
112.8(c)(8)	New and Updated Container Installation	NA
112.8(c)(9)	Effluent Treatment Facilities	NA
112.8(c)(10)	Visible Discharges Correction	9, Appendix C
112.8(c)(11)	Mobile Containers	NA
112.8(d)	Facility Transfer Operations	7
112.9	Specific Requirements for Onshore Production Facilities	NA
112.10	Requirements for Inshore Oil Drilling Facilities	NA
112.11	Requirements for Offshore Oil Drilling or Production Facilities	NA
SUBPART C	Requirements for Animal, Fish Vegetable, and Fruit Oils	NA
SUBPART D	Facility Response Plan Requirements	NA

CLEARBROOK FIRE STATION-PUBLIC SAFETY BUILDING #7, COUNTY OF ROANOKE

SPILL, PREVENTION, CONTROL AND COUNTERMEASURE PLAN REVIEW CHECKLIST

Requirements for Reviewing and Revising this Plan:

Changes in the facility design, construction, operation, or maintenance which materially affects the facility's potential for the discharge of oil into or upon the navigable waters of the United States or adjoining shorelines shall be reflected in this Plan by technical amendments, certified by a Professional Engineer, within 6 months of such change. In accordance with 40 CFR 112.5(b), a review and evaluation of this SPCC Plan shall be conducted at least every five (5) years regardless of changes at the facility.

I have completed the review and evaluation of the SPCC Plan for the Clearbrook Fire Station of the County of Roanoke, Virginia, and (will or will not) amend the Plan as a result.

This SPCC Plant: Will be amended _____ Will NOT be amended ✓

Printed Name: GEORGE W. SIMPSON, III

Title: COUNTY ENGINEER

Signature: George W. Simpson, III

Date: 24 MARCH 2011

SPCC Plan Amendment

Clearbrook Fire Station – Public Safety Building #7

Inspection Date: July 21, 2010

Technical Amendments: None required at this time.

Administrative Amendments:

1. There is a typo in the original plan which states that there is a 550 gallon AST located at the subject property. This is incorrect; the tank is actually a 500 gallon AST.

2. The emergency contact information (Appendix E) specifies the primary, secondary, and hazardous spill cleanup information. This information has changed since the plan was written. Updated contact information has been added to Appendix E.

3. The Management Approval Certification and the Certification of Applicability of Substantial Harm Criteria was never signed and dated by the owner on the original plan. The certification and signature has been provided below as a part of the Amendment.

4. The facility information in section 2.3 of this plan is no longer correct and has been marked out. The new address for the Roanoke County Fire and Rescue Department is:

    Roanoke County Fire and Rescue Department
    540-777-8701
    5925 Cove Road, NW
    Roanoke, VA 24019

Management Approval Certification:

I hereby certify that I am familiar with the contents of the SPCC Plan and have authorized the resources for its implementation

9-10-10

Todd Maxey — Date
Division Chief, Fire and Rescue Department
Roanoke County, Virginia

Certification of Applicability of Substantial Harm Criteria

I certify under penalty of law that I have personally examined the facility 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.

9-10-10

Todd Maxey — Date
Division Chief, Fire and Rescue Department
Roanoke County, Virginia

Five Year Review Plan Summary Page

In accordance with 40 CFR 112.5(b), a review and evaluation of this plan shall be conducted at least every five years regardless of changes at the facility. The reviews and evaluations are recorded below:

REVIEWER	DATE	AMENDMENT REQUIRED?	PE CERTIFICATION REQUIRED?
Megan Daily	July 21, 2010	Yes-Administrative (non-technical)	No

Spill Prevention, Control, and Countermeasure Plan
Roanoke County Fleet Service Center
5235 Hollins Road
Roanoke, Virginia 24019

Professional Engineering Certification

I hereby certify that I have examined the facility, and, being familiar with the provisions of 40 CFR Part 112, attest that this SPCC Plan has been prepared in accordance with good engineering practices, is adequate for the facility, and testing and inspection procedures have been established.

9/24/15

David M. Henderson, P.E. Date
County Engineer
Roanoke County, Virginia

Management Approval Certification

I hereby certify that I am familiar with the contents of the SPCC Plan and have authorized the resources necessary for its implementation. The Fleet Manager, General Services is delegated the authority to implement this plan.

9/29/15

Rob Light Date
Acting Director of General Services
Roanoke County, Virginia

Five Year Review Plan Summary Page

In accordance with 40 CFR 112.5(b), a review and evaluation of this plan shall be conducted at least every five years regardless of changes at the facility. The first review and evaluation is due on or before June 2020. The reviews and evaluations are recorded below:

REVIEWER	DATE	AMENDMENT REQUIRED?	PE CERTIFICATION REQUIRED?

Certification of Applicability of Substantial Harm Criteria
Roanoke County Fleet Service Center

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

   ☐ YES ☒ NO

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

   ☐ YES ☒ NO

3. Does the Center have a total storage capacity greater than or equal to one million gallons and is the Center located at a distance such that a discharge from the Center could cause injury to fish, wildlife, and sensitive environments?

   ☐ YES ☒ NO

4. Does the Center have a total storage capacity greater than or equal to one million gallons and is the Center located at a distance such that a discharge from the Center would shut down a public drinking water intake?

   ☐ YES ☒ NO

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

   ☐ YES ☒ NO

I certify under penalty of law that I have personally examined the facility 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.

Kevin Glass 9-29-15

Kevin Glass — Date
Fleet Manager, General Services
Roanoke County, Virginia

Table of Contents (Page 1 of 2)

Table of Contents (Page 2 of 2)

I: Introduction

This Spill Prevention Control and Countermeasure (SPCC) Plan is intended to comply with the regulations of Title 40 Code of Federal Regulations (CFR) Part 112 for the Roanoke County Fleet Service Center ("the Center"), located at 5235 Hollins Road, Roanoke, Virginia 24019. The SPCC Plan is designed to provide the information and procedures necessary to assist Roanoke County in minimizing the potential for accidental oil-product spills at the Center, which could potentially flow into streams and/or the Roanoke River. Because the Center stores over 1320 gallons of oil product in above ground storage containers at the facility, the County is required to prepare and implement this plan.

This SPCC Plan shall be kept at the Fleet Service Center, and a copy kept by the County Engineer in the Department of Community Development.

Using the language of the regulation, the SPCC Plan is required for owners and operators of non-transportation related onshore and offshore facilities engaged in drilling, producing, gathering, storing, processing, refining, transferring, distributing or consuming oil and oil products, and which due to their location, could reasonably be expected to discharge oil in harmful quantities into or upon navigable waters of the United States, their tributaries, or adjoining shorelines in accordance with 40 CFR Part 112. To avoid terminology that may not be clear to all of the readers of this Plan, the term "discharges" will be replaced with "spills", and "navigable waters" will be replaced with "surface water" or "streams". "Oil products" means any liquid that is derived by processing petroleum, which in the case of the Center will routinely mean diesel fuel and/or gasoline, and lubricants although other oil products may be on site in vehicles or other containers at other times.

This SPCC Plan includes procedures to avoid predictable releases of oil products to rivers and streams, however, not every potential situation can be foreseen. As the title of the Plan indicates, it provides procedures to PREVENT spills, outlines CONTROLS that are in place to catch any spills or leaks of oil product, and states proven COUNTERMEASURE procedures to take in response to any spills that may occur to prevent spills from leaving the site. The Appendices of the Plan can be easily copied for use in record keeping, spill responses, and training sessions.

II. Scope

This SPCC Plan is specifically written to cover operations at the Roanoke County Fleet Service Center. The provision of adequate resources to implement the requirements of this Plan is the responsibility of the Director of General Services. Day-to-day implementation of this SPCC Plan

as required by 40 CFR Part 112, is the responsibility of the Fleet Manager, General Services who represents the facility operator, which is the County of Roanoke.

III. SPCC Plan Review and Revision Requirements

This Plan must be revised according to a periodic schedule, or when certain facility changes are made, as follows:

1. This SPCC Plan must be reviewed, updated, and evaluated for its effectiveness at least once every five years by the administration of the County of Roanoke. A certification for this review, which will next be necessary in 2020, is contained in Appendix A. The review will not require the services of a Professional Engineer if no major changes to the plan are necessary.

2. This SPCC Plan must be revised if there is a change in the aboveground storage tanks, or the facility itself, or its operation or maintenance that impacts the potential for spills of oil products. A Professional Engineer must certify revisions in accordance with 40 CFR Part 112.3.

3. A plan revision may be required, by EPA, if any of the following occurs:

    a. A spill of 1000 gallons or more of product,

    b. 42 gallons or more are spilled in two events that occur within one year,

    c. Any spill that results in a sheen being seen on any surface water in a stream or river or drainage swale.

    In any of these 3 spill situations, the U.S. Environmental Protection Agency Region III Administrator may require an amendment to this Plan to ensure that future spills will not occur. The amendment would require the services of a Professional Engineer.

IV. Facility Information

Name and Address of Facility:

Roanoke County Fleet Service Center
5235 Hollins Road
Roanoke, Virginia 24019

Name and Address of Owner

County of Roanoke Board of Supervisors
P.O. Box 29800
Roanoke, VA 24018

Name and Address of Operating Department:

Roanoke County General Services
Fleet Service Center
5235 Hollins Road
Roanoke, VA 24019

Facility Site Description

The Roanoke County Fleet Service Center ("the Center") is located on a 9.18 acre parcel north of the Carlos Drive and Hollins Road intersection. The address of the Center is 5235 Hollins Road, Roanoke, Virginia 24019. The Fleet Service Center maintains a fleet of over 700 cars, trucks, and heavy equipment for Roanoke County and the Western Virginia Water Authority. A diagram of the Center is included in Appendix B.

The Center is located in a mostly commercial and residential area along Hollins Road. Stormwater run-off at the Center flows through an underground detention facility and then to a biofilter on the property which discharges to a culvert that eventually flows to an unnamed tributary of Tinker Creek. The Blue Ridge Regional Office of the Virginia Department of Quality regulates discharges to Tinker Creek.

Table 1 lists the above ground storage tanks, their general locations, and the type of materials they store. A diagram of the facility and facility photographs are in Appendix B.

TABLE 1 – List of Above Ground Storage Tanks

STORAGE TANK SIZE	LOCATION	MATERIAL STORED
500 Gallons	Light Duty Bay	Multi-Purpose Automatic Transmission Fluid (MP-ATF)
500 Gallons	Light Duty Bay	5w30 Engine Oil
300 Gallons	Light Duty Bay	Multi-Vehicle (MV)-ATF
1000 Gallons	Fluid Room	15w40 Engine Oil
500 Gallons	Fluid Room	Aw46 Hydraulic Oil
500 Gallons	Fluid Room	MP-ATF
100 Gallons	Mezzanine	Waste Oil Day Tank (to feed furnace)
1000 Gallons	Heavy Duty Bay	Waste Oil
1000 Gallons	Outside Heavy Duty Bay (Rear of Structure)	Waste Oil
500 Gallons	Outside Light Duty Bay (Rear of Structure)	Waste Oil

The ASTs are used solely to store waste oil, transmission fluid, and various types of engine oil for the vehicle and equipment maintenance activities completed at the service center. The waste oil powers the furnace used to heat the building. When needed, County Staff contacts a Contractor (Safety Kleen) to haul away some of the used oil. No fueling of vehicles or equipment occurs at this facility.

The Center is located down slope of Hollins Road. The ASTs are located inside the Fleet Service Center with the exception of a 1,000 gallon waste oil tank located outside the heavy duty bay on the exterior of the building and a 500 gallon waste oil tank located outside the light duty bay on the exterior of the building. The two exterior tanks are under a shed roof that shields them from rain. Runoff from the property flows to the on-site storm sewer system and ditches via

overland flow and then enters the underground detention system prior to being discharged into the biofilter onsite. Water will then discharge to an unnamed tributary of Tinker Creek.

V. Prevention: Equipment Failure

There has not been an incidence of failure of the ASTs or their piping at the Center up to the date of this Plan. Spill control measures at this facility are designed to contain spills and to ensure that no releases are made to the environment.

In the event of an equipment failure resulting in the release of oil, the total quantity of oil that could be discharged, the rate of flow, direction of flow, duration of the spill and the potential for reaching surface waters varies depending on the type of equipment failure. The following section outlines these concerns for each possible type of equipment failure.

VI. Spill Prevention, Control Procedures and Devices

The Center uses several different types of preventative systems to contain oil and prevent spills from reaching surface waters. These include containment systems, routine inspections, and security at the Center.

Oil Storage

All tanks are totally enclosed within a secondary containment tank that can contain the entire contents of the tank and keeps any precipitation from entering. All tanks are located on the interior of the Fleet Service Center with the exception of the two waste oil tanks on the outside western wall of the heavy duty and light duty equipment bays. These tanks are on a concrete pad and a significant distance from the drive aisle to prevent rupture of the tanks by vehicles driving through the facility. The most likely cause of a spill would be during loading or unloading operations. The maximum amount of oil that could reasonable be anticipated to be spilled is 100 gallons.

In the event of a spill of oil product on the inside of the building, the oil would flow to a floor drain to the oil/water separator. The oil/water separator has adequate capacity (rate of flow and volume) to contain this event, prior to releasing the separated waste to the sanitary sewer.

In the event of a spill of oil product on the outside of the building, the oil would flow across the pavement to a curb inlet which leads to an underground detention system, which then flows to the on-site bio-filter. The underground detention system and bio-filter would contain the spill until it can be cleaned.

Fuel Dispensing

Fuel is not dispensed into vehicles or equipment at the Center and is only utilized to power the furnace and in vehicle and equipment maintenance activities.

Piping and Hoses

ASTs storing waste oil utilized to run the furnace is equipped with piping that runs to the furnace and day tank located inside the mezzanine area. Minimizing the length of the pipe reduces the chances of leaks from the pipes. All piping is easily routinely inspected for leaks or other problems. The maximum amount of oil that could reasonable be anticipated to be spilled is 100 gallons.

In the event of a spill of oil product on the inside of the building, the oil would flow to a floor drain to the oil/water separator. The oil/water separator has adequate capacity (rate of flow and volume) to contain this event, prior to releasing the separated waste to the sanitary sewer.

Tank Truck Loading and Unloading Operation

The drivers emptying used waste oil from on-site ASTs and delivering oil products to on-site ASTs are responsible for loading and unloading operations and must be present at all times during these activities. If a spill were to occur during bulk loading or unloading of the ASTs, the tanker driver is responsible for proper clean-up, response, and notification. The driver can receive help by calling 911. The maximum amount of oil that could reasonable be anticipated to be spilled is 100 gallons.

In the event of a spill of oil product on the inside of the building, the oil would flow to a floor drain to the oil/water separator. The oil/water separator has adequate capacity (rate of flow and volume) to contain this event, prior to releasing the separated waste to the sanitary sewer.

In the event of a spill of oil product on the outside of the building, the oil would flow across the pavement to a curb inlet which leads to an underground detention system, which then flows to the on-site bio-filter. The underground detention system and bio-filter would contain the spill until it can be cleaned.

Inspections

The ASTs and pipes are routinely visually inspected by staff as a normal part of their day to day activities. No written inspection form is prepared and retained unless staff notices evidence of deterioration, discharges, or accumulation of oil in the area. If any of these observations are made during the inspection, Staff should contact the supervisor or proceed with the Spill Response Procedures in this manual as the case may require.

Drainage Systems

The outdoor ASTs are located on a concrete pad, under a shed roof, on the eastern side of the structure. Runoff from this area sheet flows across the parking lot to a grate inlet which discharges to the underground detention system and then to the onsite bio-filter. During most storm events, runoff must flow through the media material (filter) in the bio-filter to an underdrain that discharges offsite. Only during extreme rain events does runoff bypass the filter and overflow to discharge offsite.

The indoor ASTs are protected from precipitation by being located inside the building. Although there are floor drains near some of the tanks, all floor drains flow to a 1,000 gallon oil/water separator, which has a flow capacity of 100 gpm. Discharge from the oil/water separator flows to the sanitary sewer which flows to an appropriate water treatment plant. The oil/water separator is observed periodically by a Contractor (Safety Kleen) and cleaned out as needed. In the event of a spill reaching the oil/water separator, the Contractor (Safety Kleen) will be notified to provide an additional inspection and cleaning.

Security

All of the indoor ASTs are only accessible by Fleet Service Center employees. The two outdoor ASTs are within a fenced and lighted site that is locked when the facility is closed.

Personnel Training and Records

Experienced, well-trained employees are essential for the successful implementation of this SPCC Plan. Fleet Service Center employees will be briefed at least annually to assure adequate understanding of this SPCC Plan. The briefing will highlight and describe any known discharges, failures, or malfunctioning components, and any recently developed precautionary measures.

Additionally, Fleet Service Center employees will receive training biannually in the identification and reporting of illicit discharges and the site specific Stormwater Pollution Prevention Plan (SWPPP).

A sample employee training log and record is contained in Appendix F. Training records will be kept at the Fleet Service Center, with this Plan, and copies will be sent to and kept by the County's Stormwater Programs Manager.

Conformance with State Rules, Regulations, and Guidelines

The Virginia Department of Environmental Quality Facility and AST Regulations (9 VAC 25-91-10 et seq.) requires that the operator of a facility with an aggregate aboveground storage capacity of more than 1,320 gallons of oil or an operator of an individual AST with a storage capacity of

more than 660 gallons of oil register such facility or AST with VDEQ and local emergency services. This registration must be renewed every five years or when the facility/AST changes ownership, whichever occurs first. The AST Regulations do not require regular internal inspections of ASTs of this volume unless the integrity of the AST is in question.

VII. Countermeasures for Spill Events

Although no spills of oil have occurred from the Center's above ground storage tanks, procedures should be in place and well understood by County personnel to prevent and respond properly in the event of a spill in the future.

Spill Response Procedures

Any County employees who discover a leak or spill at the Center should follow the steps outlined in Appendix C.

Roanoke County General Services staff may contact an independent hazardous material handling contractor to cleanup a spill and dispose of material. Local contractors that may be called in are:

Environmental Options, Inc.
720 Energy Blvd
Rocky Mount, Virginia
540-483-3920

LCM, Corporation
3321 Shenandoah Ave, NW
Roanoke, VA
540-344-5583

WEL, Inc.
1040 Cave Spring Rd
Roanoke, VA
800-847-2455

The County will be responsible for ensuring that any company contracted to respond to a spill will perform the following:

- Temporary dikes will be constructed to control the spread of spilled oil product;
- Sorbents will be used to absorb small amounts of spilled oil;
- Spilled oil will be removed from temporary dikes. Clean up of the area will continue until all of the oil has been removed;
- Used sorbents and oil product will be disposed of at a permitted facility

Spill Reporting Procedures

Appendix C also outlines reporting requirements to State and Federal Agencies. Appendix D is a checklist for the Spill Events Log at the Station. Appendix E is the Emergency Contact List. The Reportable Quantity for petroleum products in Virginia is 25 gallons or more. If the spill is from some other potentially hazardous chemical, the Fire and Rescue personnel responding will be able to determine if reports of the spill must be made to State and Federal Agencies.

Fort Lewis
Fire Station
Public Safety Building #9
County of Roanoke, Virginia

Spill Prevention, Control and Countermeasure Plan
Regulatory Statute 40 CFR Part 112

Project No. 60304.01

December 22, 2003

Prepared by:

STRATUS
ENVIRONMENTAL
SOLUTIONS, INC.

1100 S. Main Street ♦ Suite B ♦ Blacksburg VA 24060


DAUGHERTY RD
W MAIN ST
Big Bear Rock Branch
1096
1094
1092
1088
1086
1084
60
N
Fort Lewis Fire Station: Public Safety Building #9
Parcel Id: 055.13-01-02.00-0000

Hollins Fire Station, County of Roanoke, Virginia

EMERGENCY CONTACT LIST

For Use In The Event Of An Oil-Product Spill

1. **First contact (contact for any spill from tanks)**
   Roanoke County Non-emergency Fire Assistance: (540) 562-3265
   *Note: This number goes to the communication center which will notify the On-Duty Battalion Chief

2. **Second contact (contact if 911 called)**
   Roanoke County Non-emergency Fire Assistance: (540) 562-3265
   *Note: This number goes to the communication center which will notify the On-Call Staff Call-Back Person

3. **If 25 gallons or more is spilled or if any of the spill enters a storm drain, contact the National Response Station immediately:**
   NRC --- 1 – 800 – 424 – 8802

4. **If 25 gallons or more is spilled, or if any of the spill enters a storm drain, contact the local West Regional Central Office of the Virginia Department of Environmental Quality within 24 hours of the spill:**
   VDEQ --- 540 – 562 – 6700

5. **Hazardous spill cleanup and disposal companies:**

   Environmental Options, Inc.:
   720 Energy Boulevard, Rocky Mount, Virginia 540 – 483 - 3920

   LCM Corporation:
   3321 Shenandoah Avenue, NW, Roanoke, Virginia 540 – 344 – 5583

   WEL, Inc.:
   1040 Clearbrook Road, Roanoke, Virginia 800 – 847 – 2455

Fort Lewis
Fire Station
Public Safety Building #9
County of Roanoke, Virginia

Spill Prevention, Control and Countermeasure Plan
Regulatory Statute 40 CFR Part 112

Project No. 60304.01

December 22, 2003

Prepared by:

STRATUS
ENVIRONMENTAL
SOLUTIONS, INC.

1100 S. Main Street ♦ Suite B ♦ Blacksburg VA 24060

Spill Prevention, Control and Countermeasure Plan
Fort Lewis Fire Station-Public Safety Building #9
County of Roanoke, Virginia
3915 West Main Street
Salem, Virginia 24153

Professional Engineering Certification:

Certification: I hereby certify that I have examined the facility, and, being familiar with the provisions of 40 CFR Part 112, attest that this SPCC Plan has been prepared in accordance with good engineering practices, is adequate for the facility and that testing and inspection procedures have been established.

Maureen P. Castern, PE

December 23, 2003
Date:

Registration Number: 020645
Seal:

Management Approval:

Certification: I hereby certify that I am familiar with the contents of this SPCC Plan and have authorized the resources for its implementation.

Joey T. Stump,
Division Chief, Fire and Rescue Department
County of Roanoke, Virginia

Date:

CERTIFICATION OF APPLICABILITY OF SUBSTANTIAL HARM CRITERIA
Fort Lewis Fire Station, County of Roanoke, Virginia

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

Yes: _____ No: ____X_____

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

Yes: _____ No: ____X_____

3. Does the Station have a total oil storage capacity greater than or equal to one million gallons and is the Station located at a distance such that a discharge from the Station could cause injury to fish and wildlife and sensitive environments?

Yes: _____ No: ____X_____

4. Does the Station have a total storage capacity greater or equal to one million gallons and is the Station located at a distance such that a discharge from the Station would shut down a public drinking water intake?

Yes: _____ No: ____X_____

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

Yes: _____ No: ____X_____

I certify under penalty of law that I have personally examined the facility 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.

Signature: _____ Date: _____

Joey T. Stump, Division Chief, Fire and Rescue Department
County of Roanoke, Virginia

TABLE OF CONTENTS

1.0 INTRODUCTION, PURPOSE AND SCOPE OF THE SPCC PLAN

1.1 INTRODUCTION

This Spill Prevention Control and Countermeasure (SPCC) Plan is intended to comply with the regulations of Title 40 Code of Federal Regulations (40 CFR) Part 112 for the Fort Lewis Fire Station for the County of Roanoke ("the Station"), located at 3915 West Main Street, Salem, Virginia 24153. The SPCC Plan is designed to provide the information and procedures necessary to assist Roanoke County administrators in minimizing the potential for accidental oil-product spills at the Station, which could potentially flow into streams and/or the Roanoke River. Because the Station stores over 1320 gallons of oil product in aboveground storage tanks at the facility the County is required to prepare and implement this Plan.

Using the language of the regulation, the SPCC Plan is required for owners and operators of non-transportation related onshore and offshore facilities engaged in drilling, producing, gathering, storing, processing, refining, transferring, distributing or consuming oil and oil products, and which, due to their location, could reasonably be expected to discharge oil in harmful quantities into or upon navigable waters of the United States, their tributaries, or adjoining shorelines in accordance with 40 CFR Part 112. To avoid terminology that may not be clear to all of the readers of this Plan, the term "discharges" will be replaced with "spills", and "navigable waters" will be replaced with "surface water" or "streams". "Oil products" means any liquid that is derived by processing petroleum, which in the case of the Station will routinely mean diesel fuel and/or gasoline, although other oil products may be on site in vehicles or other containers at other times.

This SPCC Plan includes procedures to avoid predictable releases of oil to streams and the river, however, not every potential situation can be foreseen. As the title of the Plan indicates, it will provide procedures to PREVENT spills, outline CONTROLS that are in place to catch any spills or leaks of oil product, and provide COUNTERMEASURE procedures to take in response to any spills that may occur to prevent the spills from reaching the storm drains. The Appendices of the Plan can be easily copied for use in record keeping, spill responses and training sessions.

1.2 SCOPE

This SPCC Plan is specifically written to cover operations at the Fort Lewis Fire Station-Public Safety Building #9 of the County of Roanoke. Implementation of this SPCC Plan is required by 40 CFR Part 112, and will be the responsibility of the facility operator, the County of Roanoke.

1.3 SPCC PLAN REVIEW AND REVISION REQUIREMENTS

This Plan must be revised according to a periodic schedule, or when certain facility changes are made, as follows:

1. This SPCC Plan must be reviewed, updated and evaluated for its effectiveness at least once every five years by the administration of the County of Roanoke. A certification for this review, which will next be necessary in 2008, is contained in Appendix A. The review will not require the services of a Professional Engineer if no major changes to the plan are necessary.
2. This Plan must be revised when there is a change in the aboveground storage tanks, or the Station facility itself, or its operation or maintenance that impacts the potential for spills of oil products. A Professional Engineer must certify revisions in accordance with 40 CFR Part 112.3.
3. A revision is required if any of the following occur:
    a. A spill of 1000 gallons or more of oil product,
    b. 42 gallons or more are spilled in two events that occur within one year,
    c. Any spill that results in a sheen being seen on any surface water in a stream or river or drainage swale.

    In any of these 3 spill situations, the U.S. Environmental Protection Agency Region III Administrator may require an amendment to this Plan to ensure that future spills will not occur. The amendment will require the services of a Professional Engineer.

2.1 NAME AND ADDRESS OF FACILITY:

Fort Lewis Fire Station - Public Safety Building #9
County of Roanoke, Virginia
3915 West Main Street
Salem, Virginia 24153

2.2 NAME AND ADDRESS OF OWNER:

County of Roanoke
P.O. Box 29800
Roanoke, Virginia 24018
Telephone: 540-772-2006

2.3 NAME AND ADDRESS OF OPERATING DEPARTMENTS:

Roanoke County Fire and Rescue Department
540-561-8100
3568 Peters Creek, NW
Roanoke, Virginia 24109

2.4 FACILITY SITE DESCRIPTION:

The Fort Lewis Fire Station ("the Station") of the County of Roanoke is located on approximately 3.5 acres, at the intersection of Peters Creek Road and Barrens Road. The address of the Station is 3519 West Main Street, Salem, Virginia 24153. The building houses fire and rescue vehicles and equipment, quarters for the fire fighters, and office space. The facility is manned 24 hours per day, 7 days per week. A diagram of the facility is included in Appendix B.

The Station is located in a commercial and residential area along West Main Street and the intersection with Daugherty Road. Storm drains and swales in the area discharge to Rock Branch, which flows into the Roanoke River just south of West Main Street. The West Central Regional Office of the Virginia Department of Quality regulates discharges to the Roanoke River.

The Station is equipped with a steel 1000-gallon aboveground storage tank (AST) containing diesel fuel and a steel 1000-gallon AST containing gasoline. Both tanks are located outside and adjacent to the Station. Both ASTs are equipped with secondary containment (See photographs in Appendix B). A diagram of the facility is also contained in Appendix B.

The ASTs provide diesel and gasoline fuel to fire and rescue and emergency service vehicles. A pump to dispense the fuel to the vehicles is provided immediately in front of each AST. Emergency shut-off switches for the pumps are located on the wall outside of the Station, adjacent to the ASTs.

The ASTs are located in the lowest point on the Station property. The parking lot is graded lower than the adjoining areas and both aprons off of West Main Street are higher than the parking lot. Storm water in the vicinity of the ASTs will pool near the tanks in the parking lot. There are no storm drains near the tanks.

3.0
PREVENTION - EQUIPMENT FAILURE

There has not been an incidence of failure of the fuel tanks, their piping or the pumps at the Station up to the date of this Plan. Spill control measures at this facility are designed to contain spills to ensure that no releases are made to the environment.

In the event of an equipment failure resulting in the release of diesel fuel or gasoline, the total quantity of fuel that could be discharged, the rate of flow, direction of flow, duration of the spill and the potential for reaching surface waters varies depending on the type of equipment failure. The following section outlines these concerns for each possible type of equipment failure.

The facility uses several different types of preventive systems to contain oil and prevent spills from reaching surface waters. These include containment systems, routine inspections and security at the Station.

4.1 DIESEL FUEL AND GASOLINE STORAGE

Each 1000-gallon tank is totally enclosed within a secondary containment tank that can contain the entire contents of the tank and keeps any precipitation from entering. A guardrail in front of the tanks prevents rupture of the tanks by vehicles in the parking lot. In addition, the tanks are on a concrete pad. In the event of a spill of oil product from the tanks or pumps, the fuel would puddle in front of the tanks in the parking lot.

4.2 FUEL DISPENSING

Diesel fuel and gasoline are dispensed into vehicles assigned to the Fire and Rescue Department and most of the fuel is dispensed into vehicles assigned to the Station. All Station fire-fighting vehicles are equipped with spill kits, which can be used if there is a spill during fuel dispensing. Occasionally, other Fire and Rescue employees may use the fuel for a Departmental vehicle, but this rarely occurs. The power breaker inside the Station is generally left in the off position. Everyone must sign in before fueling a vehicle before breaker is switched to "on" to dispense the fuel. The nozzles of the pumps are not provided with locking devices; therefore anyone dispensing fuel into a vehicle must remain holding the nozzle to the vehicle. The breaker is again set to "off" immediately following fuel dispensing and the area of the ASTs is inspected for evidence of spills or discharges.

4.3 PIPING AND HOSES

Piping from the ASTs runs directly into the adjacent pumps (see photographs in Appendix B). Minimizing the length of the pipe reduces the chances of leaks from the pipes and keeps it out of the way of the parking lot traffic. The guardrail in front of the ASTs protect the tanks from being struck by vehicles and jarring the pumps. All piping is easily inspected for leaks. An emergency shutoff switch is provided on the Fire Station wall adjacent to the pumps. A sign labeling the emergency shut off switches should be installed on the wall adjacent to the switches.

4.4 TANK TRUCK UNLOADING OPERATION

The 1000-gallon aboveground storage tanks are filled approximately once monthly. The tanker driver delivering gasoline or diesel fuel is responsible for unloading operations and must be present at all times during these activities. In order to fill the tanks, the driver must climb the attached ladder to the top fill port of the tank and hold the fill nozzle in place. He can visually determine the level in the tank during filling. It is not possible for the driver to leave the tank and continue filling. No alarms are provided for tank overfills, as the driver must always be watching the filling of the tanks. In the event of a spill during bulk loading of the ASTs, Fire BS Rescue personnel are always available to help the driver contain the spill. If the fire fighters at the Station are out responding to a call when a spill occurs during the filling of the ASTs, then the tank driver can receive help by calling 911.

4.5 INSPECTIONS

The ASTs and pumps are visually inspected each time they are filled and whenever fuel is dispensed. No written inspection form is prepared and retained. The tanks are adjacent to the parking lot and picnicking area for Station staff, therefore any problems or leaks would be quickly detected by frequently passing Station staff members. Integrity testing of the tanks is performed every 5 years, when the tanks are registered with the Virginia Department of Environmental Quality. The next scheduled tank integrity testing will be performed in 2005. The testing shall be performed by personnel trained in tank inspection procedures such as API 653, API Recommended Practice 575, the Steel Tank Institute's (STI) SP001-03, or an equivalent industry standard.

4.5 DRAINAGE SYSTEMS

The parking lot and concrete pad below the ASTs are the lowest points on the site. The parking lot is graded lower than the adjoining areas and both aprons to West Main Street are higher than the parking lot. Any spills from the ASTs would puddle near the tanks, and not flow off of the property. There are no nearby storm drains.

4.6 SECURITY

Facility lighting allows for the discovery of spills occurring during the hours of darkness and deters vandalism. The Station is manned 24 hours per day, 7 days per week. The power breakers to the pumps are kept in the "off" position to prevent vandalism and unauthorized use of the fuel. The Station is not fenced, as it is continuously manned.

4.7 PERSONNEL TRAINING AND RECORDS

Experienced, well-trained employees are essential for the successful implementation of this SPCC Plan. All Roanoke County employees view a video during their orientation concerning the importance of environmental awareness and good stewardship for County operations. The County maintains an ISO 14000-compliant Environmental Management System.

All new Fire Fighters receive training on standard procedures for spill responses as part of the requirements of the National Fire Protection Association. Their training meets the requirements of the Standard 472 HAZMAT Operations Level. In addition, an annual refresher briefing is provided. Sign-in sheets are retained for each training session.

A spill of oil product from any source or cause has never occurred at the Fort Lewis Fire Station up to the development of this Plan. However, procedures should be in place and well understood by County personnel to prevent and respond properly in the event of a spill in the future.

5.1 SPILL RESPONSE PROCEDURES

Any County employees who discover a leak or spill at the Station should follow the steps outlined in Appendix C.

Roanoke County Fire and Rescue staff may contact an independent hazardous material handling contractor to cleanup a spill and dispose of the cleanup material. Local contractors that may be called in are:

Environmental Options, Inc.:
720 Energy Boulevard, Rocky Mount, Virginia. 540-483-3920

LCM, Corporation:
3321 Shenandoah Avenue, NW, Roanoke, Virginia. 540-344-5583

WEL, Inc.:
1040 Fort Lewis Road, Roanoke, Virginia. 800-847-2455

The County will be responsible for ensuring that any company contracted to respond to a spill will perform the following:

- Temporary dikes will be constructed to control the spread of spilled oil product;
- Sorbents will be used to absorb small amounts of spilled oil;
- Spilled oil will be removed from temporary dikes. Clean up of the area will continue until all of the oil has been removed;
- Used sorbents and oil product will be disposed of at a permitted facility.

5.2 SPILL REPORTING PROCEDURES

Appendix C also outlines reporting requirements to state and Federal agencies. Appendix D is a checklist for the Log of the Spills at the Station. Appendix E is the Emergency Contact List. The Reportable Quantity for petroleum products in Virginia is 25 gallons or more. If the spill is from some other potentially hazardous chemical, the Fire and Rescue personnel responding will be able to determine if reports of the spill must be made to state and Federal agencies.

APPENDIX A

RE-CERTIFICATION CHECKLIST FOR THIS SPCC PLAN

FORT LEWIS FIRE STATION-
PUBLIC SAFETY BUILDING #9, COUNTY OF ROANOKE

SPILL, PREVENTION, CONTROL AND COUNTERMEASURE PLAN REVIEW CHECKLIST

Requirements for Reviewing and Revising this Plan:

Changes in the facility design, construction, operation, or maintenance which materially affects the facility's potential for the discharge of oil into or upon the navigable waters of the United States or adjoining shorelines shall be reflected in this Plan by technical amendments, certified by a Professional Engineer, within 6 months of such change. In accordance with 40 CFR 112.5(b), a review and evaluation of this SPCC Plan shall be conducted at least every five (5) years regardless of changes at the facility.

I have completed the review and evaluation of the SPCC Plan for the Fort Lewis Fire Station of the County of Roanoke, Virginia, and (will or will not) amend the Plan as a result.

This SPCC Plan: Will be amended: _____ Will NOT be amended: _____

Printed Name: _____

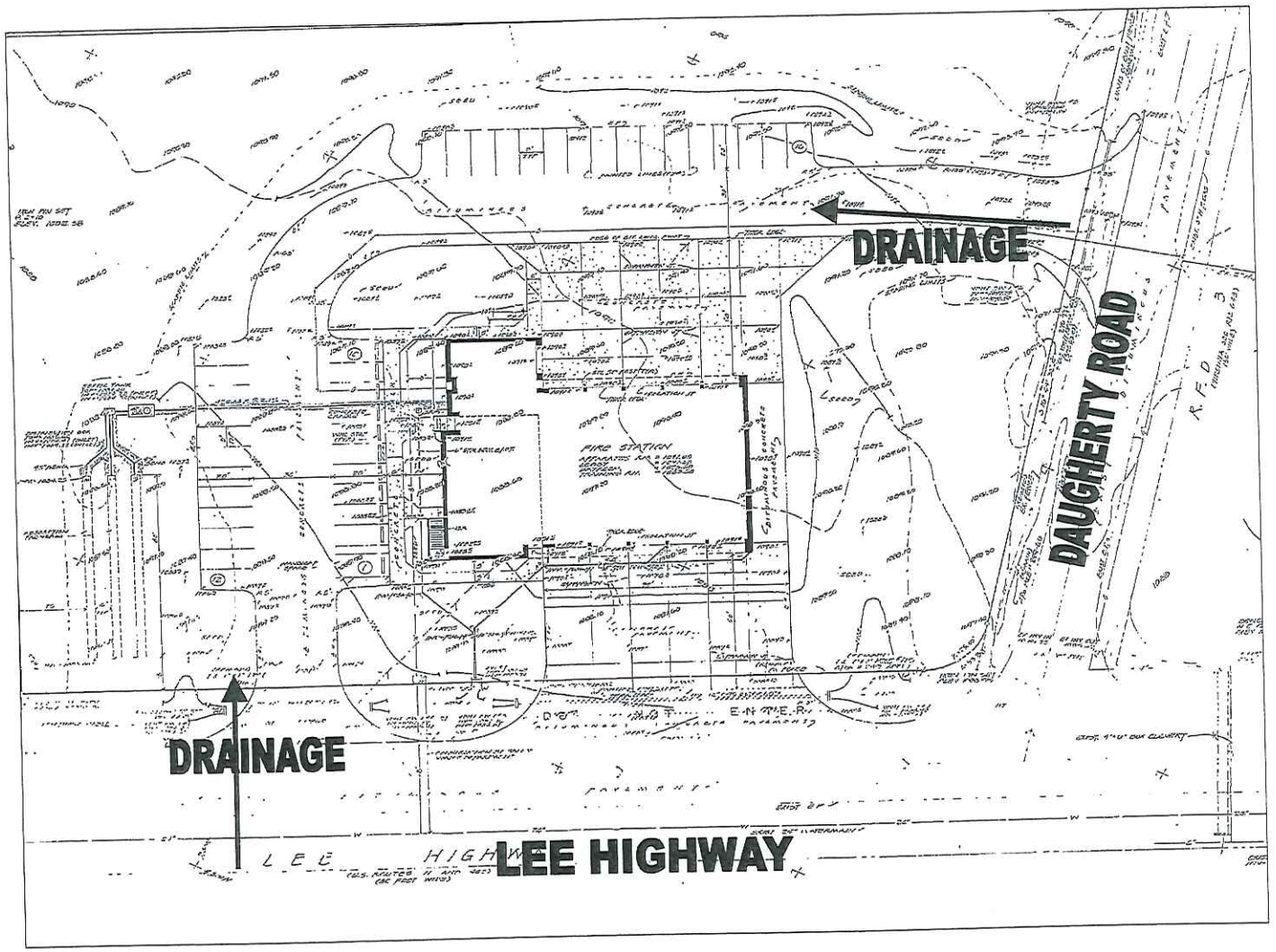
Title: _____

Signature: _____

Date: _____

APPENDIX B

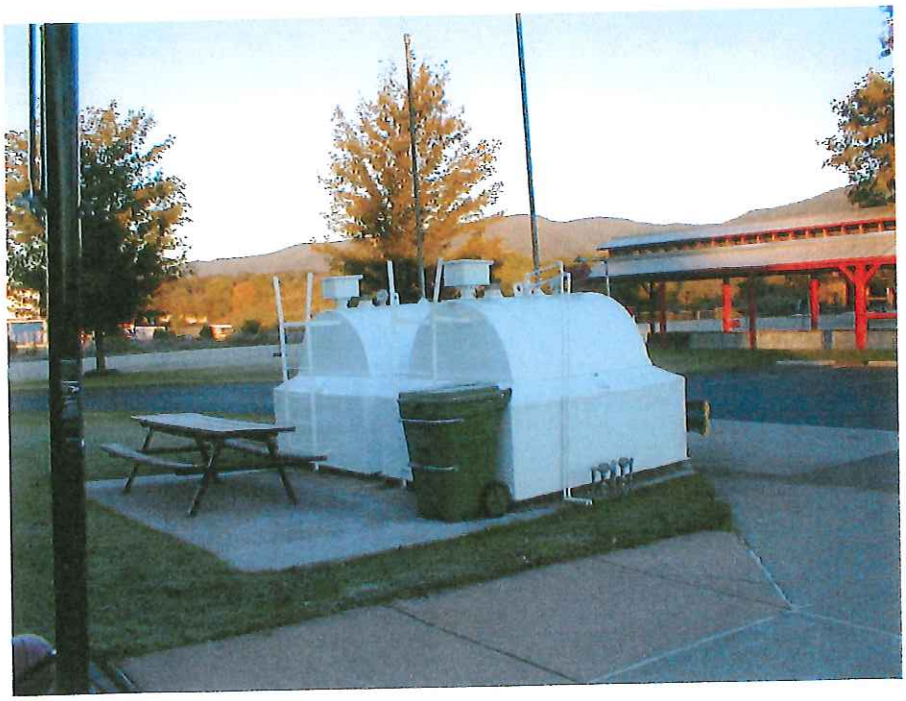
DIAGRAM AND PHOTOS
OF THE FORT LEWIS FIRE STATION
COUNTY OF ROANOKE, VIRGINIA



SITE PLAN
FORT LEWIS FIRE STATION
COUNTY OF ROANOKE, VIRGINIA

PHOTOGRAPHS OF THE FORT LEWIS FIRE STATION
COUNTY OF ROANOKE

FRONT OF TWO 1000-GALLON FUEL TANKS



BACK OF THE TWO 1000-GALLON FUEL TANKS

PUMP EMERGENCY SHUTOFF SWITCH

UPGRADE PARKING LOT WEST OF TANKS

APPENDIX C

SPILL PROCEDURES

EMERGENCY SPILL RESPONSE PROCEDURES

Fort Lewis Fire Station, Public Safety Building #9, County of Roanoke

Immediately after discovering a oil-product spill or leak from the diesel fuel tank or piping, you must do the following:

1. If possible, immediately stop the leak or spill;
2. Take steps to prevent a fire by turning off motors and any electrical equipment;
3. Call for help if you cannot stop the spill from flowing out of the area;
4. Contact the people listed in the Emergency Contact List in Appendix E;
5. If over 500 gallons of fuel has been spilled, begin evacuation of the area within ¼ mile downwind of the spill;
6. If 25 or more gallons of oil product were spilled or if ANY of the spill reached a stream, contact the local office of the Virginia Department of Environmental Quality and the National Response Station to report the spill within 24 hours (the sooner the better). It is possible that a DEQ employee may inspect the site and cleanup to ensure that no environmental damage has occurred. For spills of 1000 gallons or more, or if the Station has two spills or more within one year, each of at least 42 gallons (one barrel of oil), or if any spill results in a visible sheen on a stream, then additional reporting will be required. In this case, contact the County Attorney's Office for advice;
7. If the spill was from some chemical other than an oil product, determine whether the DEQ must be notified;
8. Complete the Spill Log Form, which is contained in Appendix D. Keep the copy of the completed form with the copy of the SPCC Plan at the Station and retain the copy for at least 3 years.
9. If cleanup material is left on-site after the cleanup, put it into an empty spill kit and replace the top of the container. Contact a Hazardous Waste Transportation Contractor to pick up the used material for proper disposal. Do not put the used material into the general trash, as this is a serious violation of hazardous waste disposal regulations! Only County personnel who have completed a certified training class on the US DOT Hazardous Waste Transportation regulations within the last 3 years are legally able to sign the Uniform Waste manifest presented by the Contractor when the used material is picked up. If you do not have that training, you must not sign the manifest.

Schedule a meeting of all Fire and Rescue employees involved to discuss procedures that can be implemented to prevent spills such as the one that just occurred. Keep notes of the meeting and send a copy to the Division Chief and keep a copy with the Plan for use when the Plan is next reviewed and revised.

APPENDIX D

SPILL EVENTS LOG CHECKLIST

LOG OF PETROLEUM PRODUCT SPILLS CHECKLIST
For Fort Lewis Fire Station, Roanoke County

3519 West Main Street, Salem Virginia 24153

Fire and Rescue Department: 540-561-8100

Date of Spill: _____ **Time of Spill:** _____

Location of Spill: _____

Material Spilled: _____
Note: the aboveground storage tanks in the parking lot can contain up to 1000-gallons each of diesel fuel or gasoline.

Approximate Amount Spilled (Gallons): _____

Cause of Spill: _____

_____

_____

Name of Person Who Discovered Spill: _____

Actions Taken to Prevent and Cleanup Spill:

_____

_____

_____

People Notified of Spill (see attached emergency contact list):
Note: You must notify the VA Dept of Environmental Quality within 24 hours of any diesel spill of 25 gallons or more)

1. **Name:** _____ **Time Notified:** _____
2. **Name:** _____ **Time Notified:** _____
3. **Name:** _____ **Time Notified:** _____
4. **Name:** _____ **Time Notified:** _____

Was Anyone Injured? No ____ Yes ____ (provide details on separate sheet)

Was Anyone Evacuated? No ___ Yes ___(provide details on separate sheet)

Note: According to the Emergency Response Guidebook, developed by the US Dept of Transportation, for a spill of 500 gallons or more, you must evacuate everyone downwind at least 1000 feet (about ¼ mile) away from the spill.

Contractors Hired to Provide Cleanup, if any: _____
Note: See local contracting companies on attached emergency contact sheet.

Disposal of Cleanup Material and Used Absorbent:
Were Used Absorbent and Cleanup Material Transported for Disposal?
Yes: _____ **No:** _____

Name of County Employee Who Signed the Manifest:

_____

Date That Station Received the Final Original Manifest From Disposal Facility: _____

Employee Completing Log (please print): _____

Signature: _____

To be completed within one month of spill:

Date of Meeting to Discuss Spill with employees managing diesel fuel and tanks: _____

Action steps agreed upon at meeting to minimize potential for another similar spill event:

_____

_____

_____

_____

Employee Completing Follow-up Log (please print):

_____

Signature: _____

APPENDIX E

EMERGENCY CONTACT LIST

FORT LEWIS FIRE STATION, COUNTY OF ROANOKE

EMERGENCY CONTACT LIST
For Use In The Event Of An Oil-Product Spill

1. First contact (contact for any spill from tanks):

   Battalion Chief on Duty: 581-9301 (pager)

2. Second contact (contact if 911 called):

   Joey Stump, Division Chief: 561-8036

3. If 25 gallons or more is spilled, or if any of the spill enters a storm drain, contact the National Response Station immediately:

   NRC --- 800-424-8802

4. If 25 gallons or more is spilled, or if any of the spill enters a storm drain, contact the local West Regional Central Office of the Virginia Department of Environmental Quality within 24 hours of the spill:

   DEQ ---- 540-562-6700

5. Hazardous spill cleanup and disposal companies:

   Environmental Options, Inc.:
   720 Energy Boulevard, Rocky Mount, Virginia 540-483-3920

   LCM, Corporation:
   3321 Shenandoah Avenue, NW, Roanoke, Virginia 540-344-5583

   WEL, Inc.:
   1040 Fort Lewis Road, Roanoke, Virginia 800-847-2455

APPENDIX F

CROSS-REFERENCE OF SPCC PLAN WITH 40 CFR PART 112 REGULATIONS

CROSS-REFERENCE OF SPCC PLAN WITH 40 CFR PART 112 REGULATIONS

FORT LEWIS FIRE STATION, COUNTY OF ROANOKE, VIRGINIA

40 CFR SECTION	DESCRIPTION OF SECTION	PAGE
112.1	General Applicability	All
112.2	Definitions	All
112.3	Requirement to Prepare and Implement Plan	1
112.4	Amendments by Regional Administrator	2
112.5	Amendments by Owners	2
112.6	Reserved	NA
112.7	General Requirements	All
112.7(a)(1)	Compliance with Requirements of the Regulation	Signature Page
112.7(a)(2)	Deviations From Compliance	7
112.7(a)(3)	Description of Facility	3
112.7(a)(3)	Facility Site Plan	Appendix B
112.7(a)(3)(i)	Type of Oil in Each Container	3,6
112.7(a)(3)(ii)	Discharge Prevention Procedures	6
112.7(a)(3)(iii)	Controls for Each Container	6
112.7(a)(3)(iv)	Countermeasures for Each Container	9, Appendix C
112.7(a)(3)(v)	Disposal of Recovered Materials	10, Appendix C
112.7(a)(3)(vi)	Emergency Contact List	Appendix E
112.7(a)(4)	Spill Log	Appendix D
112.7(a)(5)	Appendices	Appendices
112.7(b)	Fault Analysis and Spill History	5
112.7(c)	Secondary Containment	6
112.7(d)	Requirements for Contingency Planning	NA
112.7(e)	Inspections, tests and records	7
112.7(f)	Employee Training	7
112.7(g)	Security	7
112.7(h)	Loading and unloading of containers	7
112.7(i)	Fracture Evaluation for Modified Field-Built Tanks	NA
SUBPART B	Requirements for Petroleum Oils and Non-Petroleum Oils	
112.8	Specific Requirements for Onshore Facilities	All
112.8(a)	General Requirements	All
112.8(b)	Facility Drainage Control	4,7
112.8(c)	Details on Bulk Storage Containers:	
112.8(c)(1)	Container Material	6
112.8(c)(2)	Secondary Containment	6

112.8(c)(3)	Uncontaminated Rainwater Drainage	NA
112.8(c)(4)	Completely Buried Tanks	NA
112.8(c)(5)	Partially Buried Tanks	NA
112.8(c) (6)	AST Integrity Testing	7
112.8(c)(7)	Internal Heating Coils	NA
112.8(c)(8)	New and Updated Container Installation	NA
112.8(c)(9)	Effluent Treatment Facilities	NA
112.8(c)(10)	Visible Discharges Correction	9, Appendix C
112.8(c)(11)	Mobile Containers	NA
112.8(d)	Facility Transfer Operations	7
112.9	Specific Requirements for Onshore Production Facilities	NA
112.10	Requirements for Inshore Oil Drilling Facilities	NA
112.11	Requirements for Offshore Oil Drilling or Production Facilities	NA
SUBPART C	Requirements for Animal, Fish Vegetable, and Fruit Oils	NA
SUBPART D	Facility Response Plan Requirements	NA

FORT LEWIS FIRE STATION-
PUBLIC SAFETY BUILDING #9, COUNTY OF ROANOKE

SPILL, PREVENTION, CONTROL AND COUNTERMEASURE PLAN REVIEW CHECKLIST

Requirements for Reviewing and Revising this Plan:

Changes in the facility design, construction, operation, or maintenance which materially affects the facility's potential for the discharge of oil into or upon the navigable waters of the United States or adjoining shorelines shall be reflected in this Plan by technical amendments, certified by a Professional Engineer, within 6 months of such change. In accordance with 40 CFR 112.5(b), a review and evaluation of this SPCC Plan shall be conducted at least every five (5) years regardless of changes at the facility.

I have completed the review and evaluation of the SPCC Plan for the Fort Lewis Fire Station of the County of Roanoke, Virginia, and (will or will not) amend the Plan as a result.

This SPCC Plan: Will be amended: _____ Will NOT be amended: ✓

Printed Name: GEORGE W. SIMPSON, III

Title: COUNTY ENGINEER

Signature: George W. Simpson, III

Date: 24 MARCH 2011

SPCC Plan Amendment

Fort Lewis Fire Station – Public Safety Building #9

Inspection Date: September 3, 2010

Technical Amendments: None required at this time.

Administrative Amendments:

1. The emergency contact information (Appendix E) specifies the primary, secondary, and hazardous spill cleanup information. This information has changed since the plan was written. Updated contact information has been added to Appendix E.

2. The Management Approval Certification and the Certification of Applicability of Substantial Harm Criteria was never signed and dated by the owner on the original plan. The certification and signature has been provided below as a part of the Amendment.

3. The facility information in section 2.3 of this plan is no longer correct and has been marked out. The new address for the Roanoke County Fire and Rescue Department is:

   Roanoke County Fire and Rescue Department
   540-777-8701
   5925 Cove Road, NW
   Roanoke, VA 24019

Management Approval Certification:

I hereby certify that I am familiar with the contents of the SPCC Plan and have authorized the resources for its implementation

9-10-10

Todd Maxey — Date
Division Chief, Fire and Rescue Department
Roanoke County, Virginia

Certification of Applicability of Substantial Harm Criteria

I certify under penalty of law that I have personally examined the facility 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.

9-10-10

Todd Maxey — Date
Division Chief, Fire and Rescue Department
Roanoke County, Virginia

Five Year Review Plan Summary Page

In accordance with 40 CFR 112.5(b), a review and evaluation of this plan shall be conducted at least every five years regardless of changes at the facility. The reviews and evaluations are recorded below:

REVIEWER	DATE	AMENDMENT REQUIRED?	PE CERTIFICATION REQUIRED?
Megan Daily	September 3, 2010	Yes-Administrative (non-technical)	No

Hollins Fire Station
Public Safety Building #5
County of Roanoke, Virginia

Spill Prevention, Control and Countermeasure Plan
Regulatory Statute 40 CFR Part 112

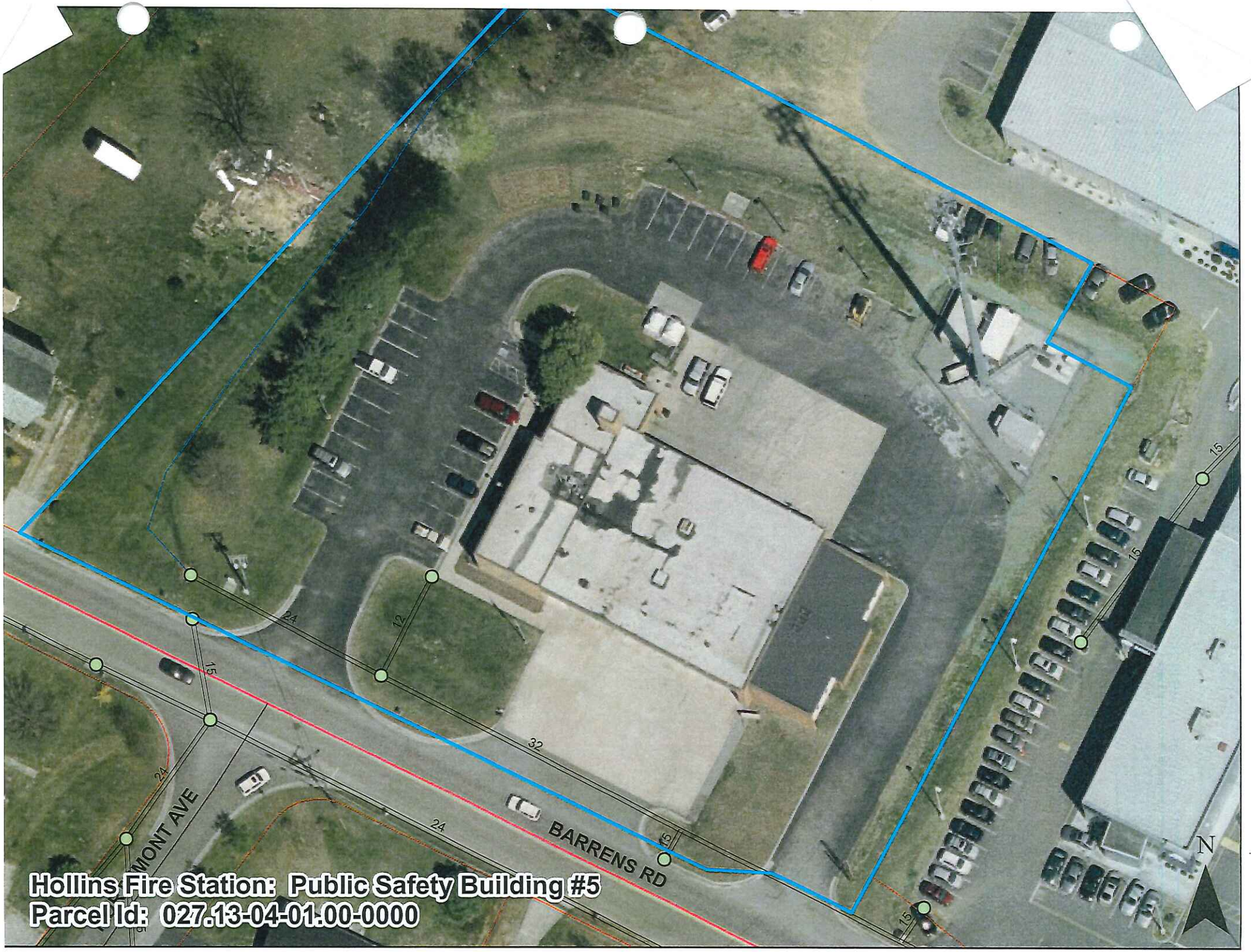
Project No. 60304.01

December 22, 2003

Prepared by:

STRATUS
ENVIRONMENTAL
SOLUTIONS, INC.

1100 S. Main Street ♦ Suite B ♦ Blacksburg VA 24060


Hollins Fire Station: Public Safety Building #5
Parcel Id: 027.13-04-01.00-0000
BARRENS RD
MONT AVE
24
12
32
15
N

Clearbrook Fire Station, County of Roanoke, Virginia

EMERGENCY CONTACT LIST

For Use In The Event Of An Oil-Product Spill

1. **First contact (contact for any spill from tanks)**
   Roanoke County Non-emergency Fire Assistance: (540) 562-3265
   *Note: This number goes to the communication center which will notify the On-Duty Battalion Chief

2. **Second contact (contact if 911 called)**
   Roanoke County Non-emergency Fire Assistance: (540) 562-3265
   *Note: This number goes to the communication center which will notify the On-Call Staff Call-Back Person

3. **If 25 gallons or more is spilled or if any of the spill enters a storm drain, contact the National Response Station immediately:**
   NRC --- 1 – 800 – 424 – 8802

4. **If 25 gallons or more is spilled, or if any of the spill enters a storm drain, contact the local West Regional Central Office of the Virginia Department of Environmental Quality within 24 hours of the spill:**
   VDEQ --- 540 – 562 – 6700

5. **Hazardous spill cleanup and disposal companies:**

   Environmental Options, Inc.:
   720 Energy Boulevard, Rocky Mount, Virginia 540 – 483 - 3920

   LCM Corporation:
   3321 Shenandoah Avenue, NW, Roanoke, Virginia 540 – 344 – 5583

   WEL, Inc.:
   1040 Clearbrook Road, Roanoke, Virginia 800 – 847 – 2455

Hollins Fire Station
Public Safety Building #5
County of Roanoke, Virginia

Spill Prevention, Control and Countermeasure Plan
Regulatory Statute 40 CFR Part 112

Project No. 60304.01

December 22, 2003

Prepared by:

STRATUS
ENVIRONMENTAL
SOLUTIONS, INC.

1100 S. Main Street ♦ Suite B ♦ Blacksburg VA 24060

Spill Prevention, Control and Countermeasure Plan
Hollins Fire Station-Public Safety Building #5
County of Roanoke, Virginia
7401 Barrens Road
Roanoke, Virginia 24019

Professional Engineering Certification:

Certification: I hereby certify that I have examined the facility, and, being familiar with the provisions of 40 CFR Part 112, attest that this SPCC Plan has been prepared in accordance with good engineering practices, is adequate for the facility and inspection and testing procedures have been established.

Maureen P. Castern, PE

December 23, 2013
Date:

Registration Number: 020645
Seal:

Management Approval:

Certification: I hereby certify that I am familiar with the contents of this SPCC Plan and have authorized the resources for its implementation.

Joey T. Stump,
Division Chief, Fire and Rescue Department
County of Roanoke, Virginia

Date:

CERTIFICATION OF APPLICABILITY OF SUBSTANTIAL HARM CRITERIA
Hollins Fire Station, County of Roanoke, Virginia

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

Yes: _____ No: ____X_____

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

Yes: _____ No: ____X_____

3. Does the Station have a total oil storage capacity greater than or equal to one million gallons and is the Station located at a distance such that a discharge from the Station could cause injury to fish and wildlife and sensitive environments?

Yes: _____ No: ____X_____

4. Does the Station have a total storage capacity greater or equal to one million gallons and is the Station located at a distance such that a discharge from the Station would shut down a public drinking water intake?

Yes: _____ No: ____X_____

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

Yes: _____ No: ____X_____

I certify under penalty of law that I have personally examined the facility 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.

Signature: _____ Date: _____

Joey T. Stump, Division Chief, Fire and Rescue Department
County of Roanoke, Virginia

TABLE OF CONTENTS

1.0
INTRODUCTION, PURPOSE AND SCOPE OF THE SPCC PLAN

1.1 INTRODUCTION

This Spill Prevention Control and Countermeasure (SPCC) Plan is intended to comply with the regulations of Title 40 Code of Federal Regulations (40 CFR) Part 112 for the Hollins Fire Station for the County of Roanoke ("the Station"), located at 7401 Barrens Road, NW, Roanoke, Virginia 24019. The SPCC Plan is designed to provide the information and procedures necessary to assist Roanoke County administrators in minimizing the potential for accidental oil-product spills at the Station, which could potentially flow into streams and/or the Roanoke River. Because the Station stores over 1320 gallons of oil product in aboveground storage tanks at the facility the County is required to prepare and implement this Plan.

Using the language of the regulation, the SPCC Plan is required for owners and operators of non-transportation related onshore and offshore facilities engaged in drilling, producing, gathering, storing, processing, refining, transferring, distributing or consuming oil and oil products, and which, due to their location, could reasonably be expected to discharge oil in harmful quantities into or upon navigable waters of the United States, their tributaries, or adjoining shorelines in accordance with 40 CFR Part 112. To avoid terminology that may not be clear to all of the readers of this Plan, the term "discharges" will be replaced with "spills", and "navigable waters" will be replaced with "surface water" or "streams". "Oil products" means any liquid that is derived by processing petroleum, which in the case of the Station will routinely mean diesel fuel and/or gasoline, although other oil products may be on site in vehicles or other containers at other times.

This SPCC Plan includes procedures to avoid predictable releases of oil to streams and the river, however, not every potential situation can be foreseen. As the title of the Plan indicates, it will provide procedures to PREVENT spills, outline CONTROLS that are in place to catch any spills or leaks of oil product, and provide COUNTERMEASURE procedures to take in response to any spills that may occur to prevent the spills from reaching the storm drains. The Appendices of the Plan can be easily copied for use in record keeping, spill responses and training sessions.

1.2 SCOPE

This SPCC Plan is specifically written to cover operations at the Hollins Fire Station of the County of Roanoke. Implementation of this SPCC Plan is required by 40

CFR Part 112, and will be the responsibility of the facility operator, the County of Roanoke.

1.3 SPCC PLAN REVIEW AND REVISION REQUIREMENTS

This Plan must be revised according to a periodic schedule, or when certain facility changes are made, as follows:

1. This SPCC Plan must be reviewed, updated and evaluated for its effectiveness at least once every five years by the administration of the County of Roanoke. A certification for this review, which will next be necessary in 2008, is contained in Appendix A. The review will not require the services of a Professional Engineer if no major changes to the plan are necessary.
2. This SPCC Plan must be revised if there is a change in the aboveground storage tanks, or the Station facility itself, or its operation or maintenance that impacts the potential for spills of oil products. A Professional Engineer must certify revisions in accordance with 40 CFR Part 112.3.
3. A revision is required if any of the following occur:
   a. A spill of 1000 gallons or more of oil product,
   b. 42 gallons or more are spilled in two events that occur within one year,
   c. Any spill that results in a sheen being seen on any surface water in a stream or river or drainage swale.

   In any of these 3 spill situations, the U.S. Environmental Protection Agency Region III Administrator may require an amendment to this Plan to ensure that future spills will not occur. The amendment will require the services of a Professional Engineer.

2.1 NAME AND ADDRESS OF FACILITY:

Hollins Fire Station - Public Safety Building #5
County of Roanoke, Virginia
7401 Barrens Road, NW
Roanoke, Virginia 24019

2.2 NAME AND ADDRESS OF OWNER:

County of Roanoke
P.O. Box 29800
Roanoke, Virginia 24018
Telephone: 540-772-2006

2.3 NAME AND ADDRESS OF OPERATING DEPARTMENTS:

Roanoke County Fire and Rescue Department
540-561-8100
3568 Peters Creek, NW
Roanoke, Virginia 24109

2.4 FACILITY SITE DESCRIPTION:

The Hollins Fire Station ("the Station") of the County of Roanoke is located on approximately 2.5 acres, at the intersection of Peters Creek Road and Barrens Road. The address of the Station is 7401 Barrens Road, Roanoke, Virginia 24019. The building houses fire and rescue vehicles and equipment, quarters for the fire fighters, and office space. The facility is manned 24 hours per day, 7 days per week. A diagram of the facility is included in Appendix B.

The Station is located in a commercial and residential area along Barrens Road and the intersection with Peters Creek Road. Storm drains and swales in the area discharge to Tinker Creek, or its tributaries. The West Central Regional Office of the Virginia Department of Quality regulates discharges to Tinkers Creek.

The Station is equipped with a steel 1000-gallon aboveground storage tank (AST) containing diesel fuel and a steel 1000-gallon AST containing gasoline.

Both tanks are located outside and adjacent to the Station. Both ASTs are equipped with secondary containment (See photographs in Appendix B). The ASTs provide diesel and gasoline fuel to fire and rescue and emergency service vehicles. A pump to dispense the fuel to the vehicles is provided immediately in front of each AST. An emergency shut-off switch for the pumps is located on the wall outside of the Station, adjacent to the ASTs.

The ASTs are located in the lowest point on the Station property. The parking lot is graded lower than the adjoining areas and both aprons to Barrens Road are higher than the parking lot. Storm water in the vicinity of the ASTs will pool near the tanks in the parking lot. There are no storm drains near the tanks.

3.0
PREVENTION - EQUIPMENT FAILURE

There has not been an incidence of failure of the fuel tanks, their piping or the pumps at the Station up to the date of this Plan. Spill control measures at this facility are designed to contain spills to ensure that no releases are made to the environment.

In the event of an equipment failure resulting in the release of diesel fuel or gasoline, the total quantity of fuel that could be discharged, the rate of flow, direction of flow, duration of the spill and the potential for reaching surface waters varies depending on the type of equipment failure. The following section outlines these concerns for each possible type of equipment failure.

The facility uses several different types of preventive systems to contain oil and prevent spills from reaching surface waters. These include containment systems, routine inspections and security at the Station.

4.1 DIESEL FUEL AND GASOLINE STORAGE

Each 1000-gallon tank is totally enclosed within a secondary containment tank that can contain the entire contents of the tank and keeps any precipitation from entering. A guardrail in front of the tanks prevents rupture of the tanks by vehicles in the parking lot. In addition, the tanks are on a concrete pad. In the event of a spill of oil product from the tanks or pumps, the fuel would puddle in front of the tanks in the parking lot.

4.2 FUEL DISPENSING

Diesel fuel and gasoline are dispensed into vehicles assigned to the Fire and Rescue Department and most of the fuel is dispensed into vehicles assigned to the Station. All Station fire-fighting vehicles are equipped with spill kits, which can be used if there is a spill during fuel dispensing. Occasionally, other Fire and Rescue employees may use the fuel for a Departmental vehicle, but this rarely occurs. The pump nozzles are padlocked to the pumps. Everyone must sign in before fueling a vehicle before the padlocks are removed to dispense the fuel. The nozzles of the pumps are not provided with locking devices; therefore anyone dispensing fuel into a vehicle must remain holding the nozzle to the vehicle. The padlocks are replaced immediately following fuel dispensing and the area of the ASTs is inspected for evidence of spills or discharges.

4.3 PIPING AND HOSES

Piping from the ASTs runs directly into the adjacent pumps (see photographs in Appendix B). Minimizing the length of the pipe reduces the chances of leaks from the pipes and keeps it out of the way of the parking lot traffic. The guardrail in front of the ASTs protect the tanks from being struck by vehicles and jarring the pumps. All piping is easily inspected for leaks. An emergency shutoff switch is provided on the Fire Station wall adjacent to the pumps. The switch is labeled.

4.4 TANK TRUCK UNLOADING OPERATION

The 1000-gallon aboveground storage tanks are filled approximately once weekly. The tanker driver delivering gasoline or diesel fuel is responsible for unloading operations and must be present at all times during these activities. In order to fill the tank, the driver must climb the attached ladder to the top fill port of the tank and hold the fill nozzle in place. He can visually determine the level in the tank during filling. It is not possible for the driver to leave the tank and continue filling. No alarms are provided for tank overfills, as the driver must always be watching the filling of the tanks. In the event of a spill during bulk loading of the ASTs, Fire and Rescue personnel are available to help the driver contain the spill. If the fire fighters at the Station are out responding to a call when a spill occurs during the filling of the ASTs, then the tank driver can receive help by calling 911.

4.5 INSPECTIONS

The ASTs and pumps are visually inspected each time they are filled and whenever fuel is dispensed. No written inspection form is prepared and retained. The tanks are adjacent to the parking lot and picnicking area for Station staff, therefore any problems or leaks would be quickly detected by frequently passing Station staff members. Integrity testing of the tanks is performed every 5 years, when the tanks are registered with the Virginia Department of Environmental Quality. The next scheduled tank integrity testing will be performed in 2005. The testing shall be performed by personnel trained in tank inspection procedures such as API 653, API Recommended Practice 575, the Steel Tank Institute's (STI) SP001-03, or an equivalent industry standard.

4.5 DRAINAGE SYSTEMS

The parking lot and concrete pad below the ASTs are the lowest points on the site. The parking lot is graded lower than the adjoining areas and both aprons to Barrens Road are higher than the parking lot. Any spills from the ASTs would puddle near the tanks, and not flow off of the property. There are no nearby storm drains.

4.6 SECURITY

Facility lighting allows for the discovery of spills occurring during the hours of darkness and deters vandalism. The Station is manned 24 hours per day, 7 days per week. The nozzles are padlocked to prevent vandalism and unauthorized use of the fuel. The Station is not fenced, as it is continuously manned. The nozzles to the pumps remain locked at all times.

4.7 PERSONNEL TRAINING AND RECORDS

Experienced, well-trained employees are essential for the successful implementation of this SPCC Plan. All Roanoke County employees view a video during their orientation concerning the importance of environmental awareness and good stewardship for County operations. The County maintains an ISO 14000-compliant Environmental Management System.

All new Fire Fighters receive training on standard procedures for spill responses as part of the requirements of the National Fire Protection Association. Their training meets the requirements of the Standard 472 HAZMAT Operations Level. In addition, an annual refresher briefing is provided. Sign-in sheets are retained for each training session.

A spill of oil product from any source or cause has never occurred at the Hollins Fire Station up to the development of this Plan. However, procedures should be in place and well understood by County personnel to prevent and respond properly in the event of a spill in the future.

5.1 SPILL RESPONSE PROCEDURES

Any County employees who discover a leak or spill at the Station should follow the steps outlined in Appendix C.

Roanoke County Fire and Rescue staff may contact an independent hazardous material handling contractor to cleanup a spill and dispose of the cleanup material. Local contractors that may be called in are:

Environmental Options, Inc.:
720 Energy Boulevard, Rocky Mount, Virginia. 540-483-3920

LCM, Corporation:
3321 Shenandoah Avenue, NW, Roanoke, Virginia. 540-344-5583

WEL, Inc.:
1040 Hollins Road, Roanoke, Virginia. 800-847-2455

The County will be responsible for ensuring that any company contracted to respond to a spill will perform the following:

- Temporary dikes will be constructed to control the spread of spilled oil product;
- Sorbents will be used to absorb small amounts of spilled oil;
- Spilled oil will be removed from temporary dikes. Clean up of the area will continue until all of the oil has been removed;
- Used sorbents and oil product will be disposed of at a permitted facility.

5.2 SPILL REPORTING PROCEDURES

Appendix C also outlines reporting requirements to state and Federal agencies. Appendix E is a checklist for the Log of the Spills at the Station. Appendix F is the Emergency Contact List. The Reportable Quantity for petroleum products in Virginia is 25 gallons or more. If the spill is from some other potentially hazardous chemical, the Fire and Rescue personnel responding will be able to determine if reports of the spill must be made to state and Federal agencies.

APPENDIX A

RE-CERTIFICATION CHECKLIST OF THIS SPCC PLAN

HOLLINS FIRE STATION-PUBLIC SAFETY BUILDING #5, COUNTY OF ROANOKE

SPILL, PREVENTION, CONTROL AND COUNTERMEASURE PLAN REVIEW

Requirements for Reviewing and Revising this Plan:

Changes in the facility design, construction, operation, or maintenance which materially affects the facility's potential for the discharge of oil into or upon the navigable waters of the United States or adjoining shorelines shall be reflected in this Plan by technical amendments, certified by a Professional Engineer, within 6 months of such change. In accordance with 40 CFR 112.5(b), a review and evaluation of this SPCC Plan shall be conducted at least every five (5) years regardless of changes at the facility.

I have completed the review and evaluation of the SPCC Plan for the Hollins Fire Station of the County of Roanoke, Virginia, and (will or will not) amend the Plan as a result.

This SPCC Plant: Will be amended _____ Will NOT be amended _____

Printed Name: _____

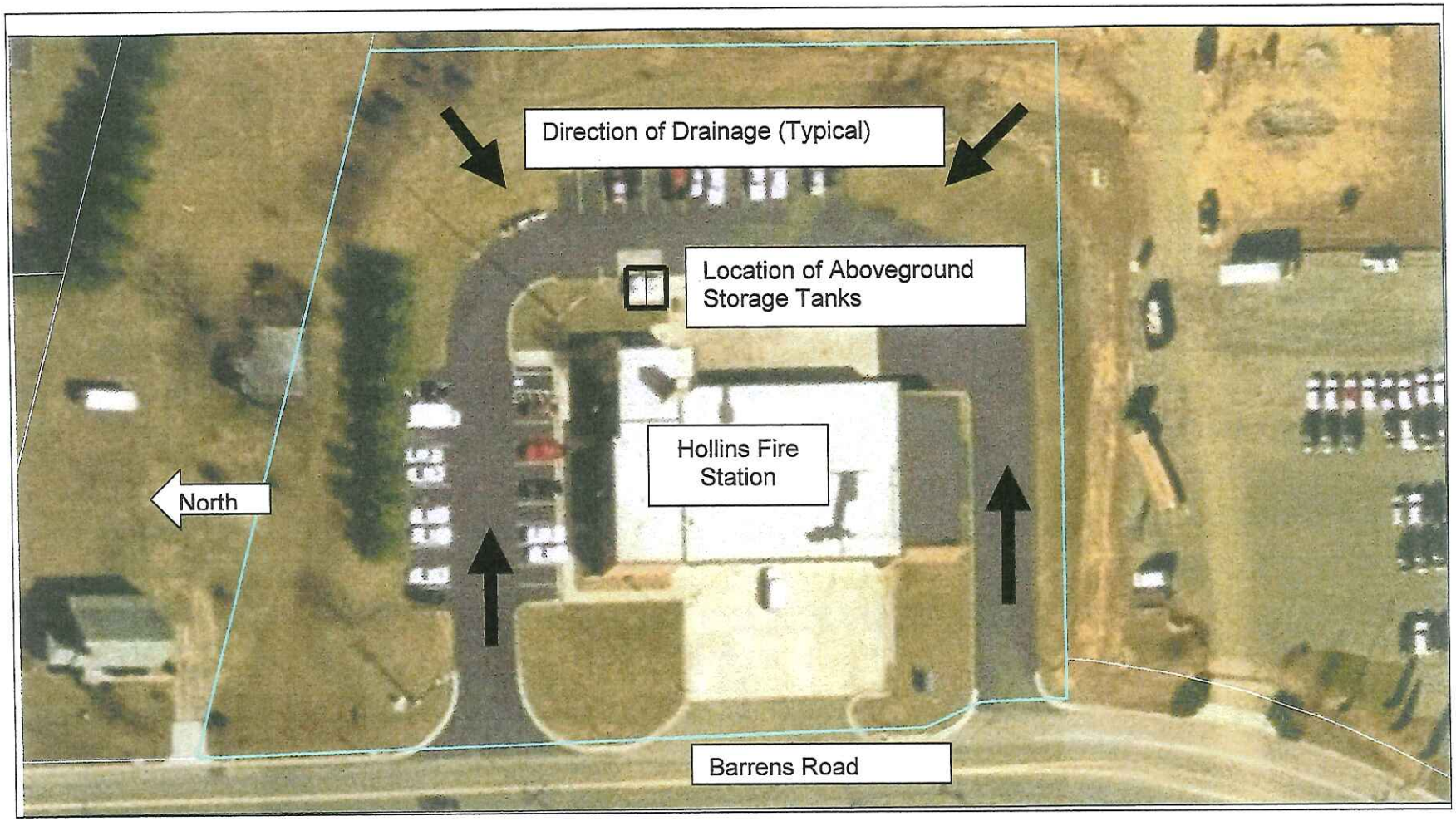
Title: _____

Signature: _____

Date: _____

APPENDIX B

DIAGRAM AND PHOTOS
OF THE HOLLINS FIRE STATION
COUNTY OF ROANOKE, VIRGINIA



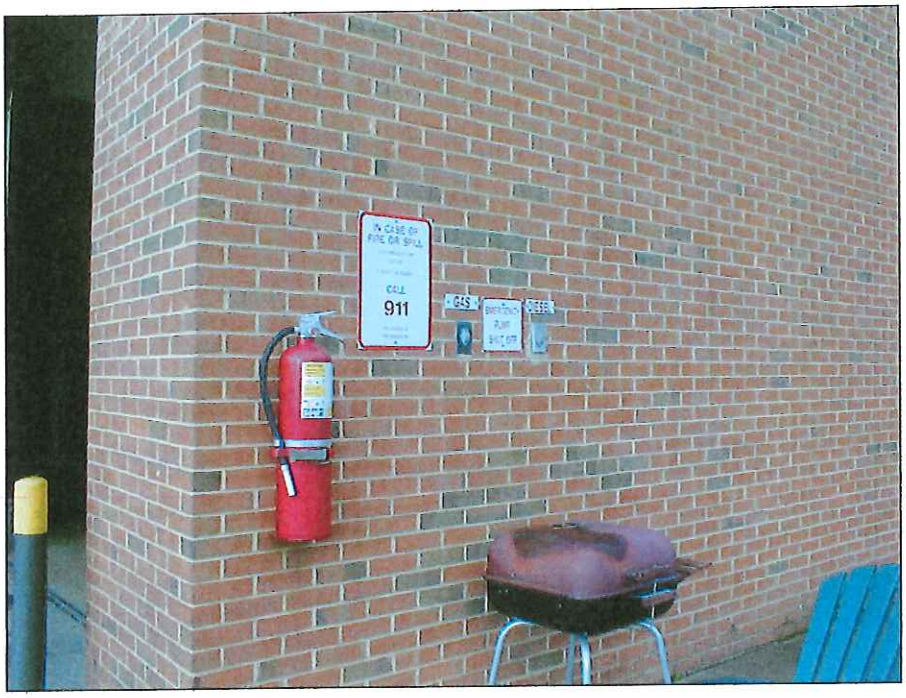
SITE PLAN FOR HOLLINS FIRE STATION, COUNTY OF ROANOKE, VIRGINIA

Prepared by Stratus Environmental, December 2003

PHOTOGRAPHS OF THE HOLLINS FIRE STATION
COUNTY OF ROANOKE

FRONT OF TWO 1000-GALLON FUEL TANKS

BACK OF THE TWO 1000-GALLON FUEL TANKS



PUMP EMERGENCY SHUTOFF SWITCH

UPGRADE PARKING LOT EAST OF TANKS

UPGRADE PARKING LOT TO SOUTH OF FIRE STATION

APPENDIX C

SPILL EVENTS PROCEDURES

SPILL EVENTS RESPONSE PROCEDURES

Hollins Fire Station, County of Roanoke

Immediately after discovering a oil-product spill or leak from the diesel fuel tank or piping, you must do the following:

1. If possible, immediately stop the leak or spill;
2. Take steps to prevent a fire by turning off motors and any electrical equipment;
3. Call for help if you cannot stop the spill from flowing out of the area;
4. Contact the people listed in the Emergency Contact List in Appendix E;
5. If over 500 gallons of diesel fuel has been spilled, begin evacuation of the area within ¼ mile downwind of the spill;
6. If 25 or more gallons of oil product were spilled or if ANY of the spill reached a stream or storm drain, contact the local office of the Virginia Department of Environmental Quality (DEQ) and the National Response Station to report the spill within 24 hours (the sooner the better). It is possible that a DEQ employee may inspect the site and cleanup to ensure that no environmental damage has occurred. For spills of 1000 gallons or more, or if the Station has two spills or more within one year, each of at least 42 gallons (one barrel of oil), or if any spill results in a visible sheen on a stream, then additional reporting will be required. In this case, contact the County Attorney's Office for advice;
7. If the spill was from some chemical other than an oil product, determine whether the DEQ must be notified;
8. Complete the Spill Events Log Checklist, which is contained in Appendix D. Keep the copy of the completed form with the copy of the SPCC Plan at the Station and retain the copy for at least 3 years.
9. If cleanup material is left on-site after the cleanup, put it into an empty spill kit and replace the top of the container. Contact a Hazardous Waste Transportation Contractor to pick up the used material for proper disposal. Do not put the used material into the general trash, as this is a serious violation of hazardous waste disposal regulations! Only County personnel who have completed a certified training class on the US DOT Hazardous Waste Transportation regulations within the last 3 years are legally able to sign the Uniform Waste manifest presented by the Contractor when the used material is picked up. If you do not have that training, you must not sign the manifest. Contact the DEQ if you do not receive the original, final manifest within 30 days of the cleanup from the facility that received the cleanup material for final disposal. Retain the final manifest for 3 years at the Station.

Following the Cleanup: Schedule a meeting of all Fire and Rescue employees involved to discuss procedures that can be implemented to prevent spills such as the one that just occurred. Keep notes of the meeting and send a copy to the Division Chief and keep a copy with the Plan for use when the Plan is next reviewed and revised.

APPENDIX D

SPILL EVENTS LOG CHECKLIST

LOG OF PETROLEUM PRODUCT SPILLS CHECKLIST
For Hollins Fire Station, Roanoke County

7401 Barrens Road, NW, Roanoke, Virginia 24019

Fire and Rescue Department: 540-561-8100

Date of Spill: _____ **Time of Spill:** _____

Location of Spill: _____

Material Spilled: _____
Note: the aboveground storage tanks in the parking lot can contain up to 1000 - gallons each of diesel fuel or gasoline.

Approximate Amount Spilled (Gallons): _____

Cause of Spill: _____

_____

_____

Name of Person Who Discovered Spill: _____

Actions Taken to Prevent and Cleanup Spill:

_____

_____

_____

People Notified of Spill (see attached emergency contact list):
Note: You must notify the VA Dept of Environmental Quality within 24 hours of any diesel spill of 25 gallons or more)

1. **Name:** _____ **Time Notified:** _____
2. **Name:** _____ **Time Notified:** _____
3. **Name:** _____ **Time Notified:** _____
4. **Name:** _____ **Time Notified:** _____

Was Anyone Injured? No ____ Yes ____ (provide details on separate sheet)

Was Anyone Evacuated? No ___ Yes ___(provide details on separate sheet)
Note: According to the Emergency Response Guidebook, developed by the US Dept of Transportation, you must evacuate everyone downwind of a spill of 500 feet or more, for at least 1000 feet (about ¼ mile).

Contractors Hired to Provide Cleanup, if any: _____
Note: See local contracting companies on attached emergency contact sheet.

Disposal of Cleanup Material and Used Absorbent:
Were Used Absorbent and Cleanup Material Transported for Disposal?
Yes: _____ No: _____

Name of County Employee Who Signed the Manifest:

_____

Date That Station Received the Final Original Manifest From Disposal Facility: _____

Employee Completing Log (please print): _____

Signature: _____

To Be Completed Within One Month Of Spill:

Date Of Meeting To Discuss Spill With Employees Managing Diesel Fuel And Tanks: _____

Action Steps Agreed Upon At Meeting To Minimize Potential For Another Similar Spill Event:

_____

_____

_____

_____

Employee Completing Follow-up Log (please print):

_____

Signature: _____

APPENDIX E

EMERGENCY CONTACT LIST

HOLLINS FIRE STATION, COUNTY OF ROANOKE

EMERGENCY CONTACT LIST
For Use In The Event Of An Oil-Product Spill

1. First contact (contact for any spill from tanks):

   Battalion Chief on Duty: 581-9301 (pager)

2. Second contact (contact if 911 called):

   Joey Stump, Division Chief: 561-8036

3. If 25 gallons or more is spilled, or if any of the spill enters a storm drain, contact the National Response Station immediately:

   NRC --- 800-424-8802

4. If 25 gallons or more is spilled, or if any of the spill enters a storm drain, contact the local West Regional Central Office of the Virginia Department of Environmental Quality within 24 hours of the spill:

   DEQ ---- 540-562-6700

5. Hazardous spill cleanup and disposal companies:

   Environmental Options, Inc.:
   720 Energy Boulevard, Rocky Mount, Virginia 540-483-3920

   LCM, Corporation:
   3321 Shenandoah Avenue, NW, Roanoke, Virginia 540-344-5583

   WEL, Inc.:
   1040 Hollins Road, Roanoke, Virginia 800-847-2455

APPENDIX F

CROSS-REFERENCE OF SPCC PLAN WITH 40 CFR PART 112 REGULATIONS

CROSS-REFERENCE OF SPCC PLAN WITH 40 CFR PART 112 REGULATIONS

HOLLINS FIRE STATION, COUNTY OF ROANOKE, VIRGINIA

40 CFR SECTION	DESCRIPTION OF SECTION	PAGE
112.1	General Applicability	All
112.2	Definitions	All
112.3	Requirement to Prepare and Implement Plan	1
112.4	Amendments by Regional Administrator	2
112.5	Amendments by Owners	2
112.6	Reserved	NA
112.7	General Requirements	All
112.7(a)(1)	Compliance with Requirements of the Regulation	Signature Page
112.7(a)(2)	Deviations From Compliance	7
112.7(a)(3)	Description of Facility	3
112.7(a)(3)	Facility Site Plan	Appendix B
112.7(a)(3)(i)	Type of Oil in Each Container	3,6
112.7(a)(3)(ii)	Discharge Prevention Procedures	6,7
112.7(a)(3)(iii)	Controls for Each Container	6
112.7(a)(3)(iv)	Countermeasures for Each Container	9, Appendix C
112.7(a)(3)(v)	Disposal of Recovered Materials	9, Appendix C
112.7(a)(3)(vi)	Emergency Contact List	Appendix E
112.7(a)(4)	Spill Log	Appendix D
112.7(a)(5)	Appendices	Appendices
112.7(b)	Fault Analysis and Spill History	5
112.7(c)	Secondary Containment	6
112.7(d)	Requirements for Contingency Planning	NA
112.7(e)	Inspections, tests and records	7,8
112.7(f)	Employee Training	8
112.7(g)	Security	7
112.7(h)	Loading and unloading of containers	7
112.7(i)	Fracture Evaluation for Modified Field-Built Tanks	NA
SUBPART B	Requirements for Petroleum Oils and Non-Petroleum Oils	
112.8	Specific Requirements for Onshore Facilities	All
112.8(a)	General Requirements	All
112.8(b)	Facility Drainage Control	4,7
112.8(c)	Details on Bulk Storage Containers:	
112.8(c)(1)	Container Material	6

112.8(c)(2)	Secondary Containment	6
112.8(c)(3)	Uncontaminated Rainwater Drainage	NA
112.8(c)(4)	Completely Buried Tanks	NA
112.8(c)(5)	Partially Buried Tanks	NA
112.8(c) (6)	AST Integrity Testing	7
112.8(c)(7)	Internal Heating Coils	NA
112.8(c)(8)	New and Updated Container Installation	NA
112.8(c)(9)	Effluent Treatment Facilities	NA
112.8(c)(10)	Visible Discharges Correction	9, Appendix C
112.8(c)(11)	Mobile Containers	NA
112.8(d)	Facility Transfer Operations	7
112.9	Specific Requirements for Onshore Production Facilities	NA
112.10	Requirements for Inshore Oil Drilling Facilities	NA
112.11	Requirements for Offshore Oil Drilling or Production Facilities	NA
SUBPART C	Requirements for Animal, Fish Vegetable, and Fruit Oils	NA
SUBPART D	Facility Response Plan Requirements	NA

HOLLINS FIRE STATION-PUBLIC SAFETY BUILDING #5, COUNTY OF ROANOKE

SPILL, PREVENTION, CONTROL AND COUNTERMEASURE PLAN REVIEW

Requirements for Reviewing and Revising this Plan:

Changes in the facility design, construction, operation, or maintenance which materially affects the facility's potential for the discharge of oil into or upon the navigable waters of the United States or adjoining shorelines shall be reflected in this Plan by technical amendments, certified by a Professional Engineer, within 6 months of such change. In accordance with 40 CFR 112.5(b), a review and evaluation of this SPCC Plan shall be conducted at least every five (5) years regardless of changes at the facility.

I have completed the review and evaluation of the SPCC Plan for the Hollins Fire Station of the County of Roanoke, Virginia, and (will or will not) amend the Plan as a result.

This SPCC Plant: Will be amended _____ Will NOT be amended ✓

Printed Name: GEORGE W. SIMPSON, III

Title: COUNTY ENGINEER

Signature: George W. Simpson, III

Date: 24 MARCH 2011

SPCC Plan Amendment

Hollins Fire Station – Public Safety Building #5

Inspection Date: September 3, 2010

Technical Amendments: None required at this time.

Administrative Amendments:

1. The emergency contact information (Appendix E) specifies the primary, secondary, and hazardous spill cleanup information. This information has changed since the plan was written. Updated contact information has been added to Appendix E.

2. The Management Approval Certification and the Certification of Applicability of Substantial Harm Criteria was never signed and dated by the owner on the original plan. The certification and signature has been provided below as a part of the Amendment.

3. The facility information in section 2.3 of this plan is no longer correct and has been marked out. The new address for the Roanoke County Fire and Rescue Department is:

   Roanoke County Fire and Rescue Department
   540-777-8701
   5925 Cove Road, NW
   Roanoke, VA 24019

Management Approval Certification:

I hereby certify that I am familiar with the contents of the SPCC Plan and have authorized the resources for its implementation

Todd Maxey — Date 9-10-10
Division Chief, Fire and Rescue Department
Roanoke County, Virginia

Certification of Applicability of Substantial Harm Criteria

I certify under penalty of law that I have personally examined the facility 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.

Todd Maxey — Date 9-10-10
Division Chief, Fire and Rescue Department
Roanoke County, Virginia

Five Year Review Plan Summary Page

In accordance with 40 CFR 112.5(b), a review and evaluation of this plan shall be conducted at least every five years regardless of changes at the facility. The reviews and evaluations are recorded below:

REVIEWER	DATE	AMENDMENT REQUIRED?	PE CERTIFICATION REQUIRED?
Megan Daily	September 3, 2010	Yes-Administrative (non-technical)	No