

## **Best Management Practice (BMP) Water Quality Protection Guideline Portable Toilet Management**

For the purpose of this Water Quality Protection Guideline, a person, business or other entity is responsible for ensuring correct "portable toilet management" (PTM) (as described within this guideline) where that person, business or other entity owns, provides for lease, leases, maintains, services, transports, distributes or uses portable toilets, whether for public or private use.



### **Section 1. Introduction**

According to the EPA, the majority of water pollution in our streams today is caused by pollutants that have been dumped or spilled onto the ground, and which are then washed from these surfaces by rainwater into our creeks and streams. This pollution is caused by many different sources and activities, each of which may seem insignificant when considered in isolation. However, stormwater runoff, acting as nature's bath, collects and combines each of these small pollutant sources, which drain into a local stream and cause significant levels of water pollution.

Portable Toilet Management (PTM) activities have the potential to contribute pollutants such as bacteria, organic matter, disinfectants and suspended solids into our waterways.

Pollution from PTM activities can be minimized or eliminated through the implementation of the simple water quality best management practices (BMPs) contained within this guideline.

With respect to PTM this guideline is intended to provide minimum requirements for compliance with Gwinnett County's Illicit Discharge and Illegal Connection (IDIC) Ordinance (Chapter 100, Gwinnett County Code of Ordinances). It is expected that individuals and companies involved in PTM will fully implement these guidelines and take any additional necessary and reasonable actions, as needed on a case-by-case basis, to prevent storm water pollution.

### **Section 2. Purpose**

The purpose of this Water Quality Protection Guideline is to:

- (1) provide details of water quality BMPs that may be implemented to assist in controlling pollutants associated with PTM;
- (2) serve as a reference for regulators, inspectors and others who assess the water quality impacts of PTM operations; and
- (3) provide guidance that, if implemented, will assist in securing compliance with Gwinnett County's Illicit Discharge and Illegal Connection (IDIC) Ordinance.

## Section 3. Best Management Practices

### 3.1. Storage and Maintenance Facilities

This subsection applies to those facilities at which out of service portable toilets are stored, repaired and maintained between in-service uses. These facilities may also serve as garages for pump trucks and for the storage of products and supplies used in the maintenance of in-service portable toilets.

- (1) Portable Toilet Maintenance
  - (a) Maintain all portable toilets in good condition to prevent leaks or spills.
  - (b) Damaged toilets must be repaired/replaced immediately.
  - (c) Owner identification and contact information must be effectively displayed in a prominent location on the exterior of each unit.
  
- (2) Equipment Cleaning Wastewater Management
  - (a) Washing of vehicles, portable toilets or other equipment at a storage facility must be performed in a wash bay to ensure the adequate collection of generated wastewater. Refer to Water Quality Guideline (WQ-5) Commercial Vehicle Washing Operations for wash bay design standards.
  - (b) Wastewater from washing of vehicles, portable toilets or other equipment must not be disposed of to the ground or to a storm drain.
  - (c) All wastewater must be disposed of to the sanitary sewer in accordance with all pretreatment requirements or to an approved on-site wastewater treatment system (i.e. septic tank).
  
- (3) Storage
  - (a) Properly store and handle potential contaminants (portable toilet waste, disinfectants, oils, detergents etc.) to prevent any spills or discharges onto the ground or into a storm drain.
  - (b) Adequate secondary containment must be provided around any potential contaminants being stored at the facility. Refer to Water Quality Guideline: 'Secondary Containment Design and Operation Standards' (WQ-3).
  - (c) Maintain appropriate spill equipment and materials on-site.
  - (d) In the event of a spill or discharge to a storm drain or waterway, Gwinnett County Stormwater Management Division must be contacted @ 678-376-7000 immediately.

### 3.2 Transportation Management

- (1) Truck Maintenance
  - (a) Maintain appropriate spill equipment and materials on all trucks.
  - (b) All chemicals and cleaning agents must be securely stored on trucks.
  - (c) Maintain all hoses, couplings, tanks, etc. on trucks in good condition to prevent leaks or spills.
  - (d) Washing of all vehicles must be done in a wash bay constructed in accordance with the design standards presented in Water Quality Guideline: 'Commercial Vehicle Washing Operations' (WQ-5).
  
- (2) Waste Transport
  - (a) Collected portable toilet waste must be disposed of at a permitted wastewater disposal facility. Within Gwinnett County, Crooked Creek Water Reclamation Facility is the only wastewater treatment facility that will accept portable toilet waste.
  - (b) Only portable toilet waste collected in Gwinnett County should be disposed of at the Crooked Creek Water Reclamation Facility.

- (c) In the event of a spill or discharge to a storm drain or waterway, Gwinnett County Stormwater Management Division must be contacted @ 678-376-7000 immediately.

### 3.3 On-Site Management

This section applies to all in-service portable toilets.

- (1) Site Selection
  - (a) Portable toilets should be located away from high-traffic vehicular areas.
  - (b) Portable toilets must be placed at least 20 feet away from all storm drains and streets.
  - (c) Portable Toilets **MUST NOT EVER** be sited on top of storm drain inlets or on a street.
  - (d) Portable toilets shall be placed on a level ground surface that provides unobstructed access to users and servicing pump trucks.
  - (e) Portable toilets should wherever possible be located upon natural ground and not on or within 5 feet of a paved surface such as asphalt, concrete or similar.
  - (f) If portable toilets must be placed on a paved surface exposed to rainwater or stormwater runoff, extra care must be taken during servicing to ensure any waste water spilled onto the paved surface is rinsed and adequately collected so as not to leave any residue. A wet shop vacuum or similar would provide for adequate collection.
  - (g) As a minimum, portable toilets should not be located within the 75 foot buffer of any stream or lake, or within any other larger stream/lake buffer that may have been established. With respect to portable toilets used at construction sites, see site plans for details regarding buffers.
  
- (2) Servicing
  - (a) Portable toilets must be cleaned and have waste removed at least weekly. Additional servicing and/or portable toilets may be necessary depending on the volume of use the toilets receive.
  - (b) Damaged portable toilets must be repaired/replaced immediately.
  - (c) Rinsing of portable toilets (excluding the inside of portable toilet waste tank) may be completed on site when the following conditions are met:
    - (i) Rinse water is controlled to prevent it from entering into a storm drain;
    - (ii) no more than one (1) gallon of rinse water is used per portable toilet (i.e. low volume high-pressure cleaners, or bucket and rag. No common household hoses.);
    - (iii) rinsing is completed at least 20 feet away from a street or storm drain
    - (iv) Where the portable toilet must be located on a paved surface:
      - i. any rinse water that comes in contact with the paved surface must be adequately collected.
    - (v) Where the portable toilet is located on a non-paved surface:
      - i. rinsing should be completed at least 5 feet away from a paved surface;
      - ii. rinsing wastewater is drained to the ground at a rate that allows it to immediately soak into the ground;
  - (d) Rinse water generated during the cleaning of portable toilet waste tanks must not be discharged to the ground or to a storm drain and must be retained within the tank.
  - (e) In the event of a spill or discharge to a storm drain or waterway, Gwinnett County Stormwater Management Division must be contacted @ 678-376-7000 immediately.
  - (f) Maintain all portable toilets in good condition to prevent leaks or spills.
  - (g) Portable toilet wastewater (human waste/sewage) must never be disposed of on-site.

- (h) Properly store and handle chemical materials to prevent any spills or discharges onto the ground or into a storm drain.
  - (i) Portable toilet wastewater must be removed by a capable servicing company and disposed of in accordance with 3.2(2) of this guideline.
- (3) End User Responsibilities
- (a) Users of portable toilets should make all reasonable efforts to ensure that the waste hauler is disposing of waste at a permitted location.
  - (b) At a minimum there must be at least one portable toilet on-site for every ten persons. Additional toilets may be necessary depending on volume of usage.
  - (c) To prevent spills, portable toilets should not be moved more often than is absolutely necessary.
  - (d) Portable toilets must be cleaned and have waste removed at least weekly. Additional servicing and/or toilets may be necessary depending on volume of use the units receive.
  - (e) Providing an adequate number of portable toilets and frequent servicing is an effective method of maintaining the cleanliness of toilets. It will encourage use and assist in minimizing employee or patron discontent with unsanitary portable toilets, which is often expressed by pushing toilets over.

#### **Section 4. General**

- (1) It is illegal to dispose of any waste or pollutants into the storm sewer system. Penalties for non-compliance include fines of up to \$1,000 and/or 60 days in county jail.
- (2) To report a spill or discharge into the storm sewer system contact Gwinnett County's Storm Water Management Division's 24-hour call center at 678-376-7000.
- (3) Additional information regarding water quality, storm water programs and storm water best management practice implementation can be obtained by contacting Gwinnett County's Storm Water Management Division at 678-376-6949 or visiting [www.gwinnettstormwater.com](http://www.gwinnettstormwater.com)