

# Emergency Planning



**H**aving a licensed spill cleanup contractor on retainer avoids the added expense of CT-DEP hiring one for you. Having an emergency response plan assures you more control during emergency response.

## Potential Environmental Impacts:

Being adequately prepared for emergency action can potentially reduce the overall environmental impact of a spill, fire, or other event.

## Legal Requirements:

- If your facility stores gas or oil: 1) aboveground in any size tank(s) with a total aggregate volume over 1,320 gallons (containers of less than 55 gallons and/or permanently closed storage tanks are exempt from the total); or 2) in underground storage tanks with total capacity greater than 42,000 gallons (unless the tanks are compliant with the state requirements for USTs), you need to prepare a Spill Prevention, Control, and Countermeasure (SPCC) Plan, which outlines a facility-wide plan to prevent and clean up oil and gasoline spills [Clean Water Act, 40 CFR 112]. See Appendix E for more information.
- If your facility is a Large Quantity Generator of hazardous waste, you must prepare a hazardous waste contingency plan [40 CFR 262.34(a)(4); RCSA 22a-449(c)-102(a)]. See Appendix B for more information.
- If you have a marine service station, you must design and manage it to prevent spills, fire, and other dangers as required in the National Fire Protection Association's (NFPA) *Automotive and Marine Service Station Code* (NFPA 30A). These requirements are adopted locally. Check with your municipal fire marshal for local requirements, or contact the State Fire Marshal's Office at (860) 685-8380.
- If you store hazardous materials in quantities above certain threshold amounts, you must report storage of that substance under the Emergency Planning and Community Right-to-Know Act of 1986 [42 USC 11001, and 42 CFR 355]. See Appendix A for more information.
- Keep copies of Material Safety Data Sheets (MSDS) for all hazardous substances used at your facility [Occupational Safety and Health Act of 1970, 29 USC Section 657].
- If you use stationary emergency engines to power emergency generators, water pumps, etc., no air emission permit is required from CT-DEP as long as you maintain records for the past 5 years demonstrating that you have purchased no more than the following for your facility in any calendar year:
  - 41 million cubic feet of gaseous fuel (natural gas), or
  - 21,000 gallons of distillate fuel (diesel/#2 oil), or
  - 100,000 gallons of propane [RCSA §22a-174-3c].

NOTE: This requirement applies only to stationary engines with the potential to emit more than 15 tons per year of any individual air pollutants [RCSA §22a-174-3a(1)(D)], and does not apply to portable engines that are relocated at least once every 12 months [40 CFR 89.2]. If you have questions about these requirements, contact the CT-DEP's Bureau of Air Management at 860-424-3027.

- In case of a spill of oil, petroleum, chemical liquids or solids, liquid, gaseous products or hazardous waste, report the spill to CT-DEP's Oil and Chemical Spill Response Division at (860) 424-3338 [CGS §22a-450]. See Appendix E for state and federal spill reporting requirements.
- If any fuel that is spilled into navigable waters causes a visible sheen, it may be necessary to report that spill to the National Response Center at (800) 424-8802 [Section 311 of the Clean Water Act; 33 USC 1321]. See Appendix E or the state and federal spill reporting requirements.

## Best Management Practices:

- ✦ Assess potential hazards at your facility, both manmade (fuel spill or fire) and natural (nor'easter or hurricane).
- ✦ Develop an oil spill contingency plan, even if you are not required by law to prepare an SPCC Plan. Such plans should identify potential spill sources, oil and hazardous materials used or stored in the area, spill prevention measures (e.g., security, inspection, containment, training, equipment), and spill emergency procedures, including contact information of marina personnel qualified to lead spill response efforts, notification, and spill containment measures.
- ✦ Store spill containment and control materials in a clearly marked location, readily accessible to work and storage areas. These spill response kits should include absorbent pads and booms, empty sandbags, sewer pipe plugs, drain covers, fire extinguishers, and a copy of the facility's spill contingency plan.
- ✦ Develop emergency response plans that include written procedures for action addressing potential emergency situations. Keep the plan in an accessible location. A spill contingency plan and emergency response plan can be combined into one document. Emergency response plans should:
  - Include a site plan of the facility, showing valves, pipes, tanks, structures, roads, hydrants, docks, power and fuel shutoffs, hazardous material storage locations, telephones, and location of emergency response materials.
  - Describe the type, amount, and location of hazardous and potentially hazardous materials stored on-site.
  - Identify which staff member will take what action in the event of an emergency.
  - Designate one person as the spokesperson for the marina.
  - Include a list of emergency phone numbers for:
    - > USCG National Response Center (800) 424-8802 (for spills)
    - > CT-DEP's Oil and Chemical Spill Response (860) 424-3338
    - > Local fire and police
    - > Facility owner
    - > Local harbormaster
    - > Neighboring marinas that have emergency response equipment
    - > Spill response contractors

- List and describe actions to be taken during an emergency and, based on likely threats, what equipment should be deployed.
- Indicate when additional resources should be called for assistance.
- ✪ Update the emergency response plan as necessary each year.
- ✪ Review the emergency response plan with employees, and train them on proper use of containment material.
- ✪ Contact local emergency response providers or local U.S. Coast Guard Marine Safety Office (New Haven: (800) 774-8724, or New London: (860) 442-4471) to obtain basic information about how to handle emergencies and/or for training opportunities.
- ✪ Inform local fire department and harbormaster of your emergency response plan.
- ✪ Develop an action checklist for severe weather. Preparations to reduce environmental risks include securing all dumpsters, removing or securing all objects which could potentially blow or wash away, and securing waterside sewage pumpouts and/or dump stations.

### Checklist for Clean Marina Certification:

- ✓ Do you have a spill contingency plan, if you are not required to have a Spill Prevention, Control and Countermeasure (SPCC) Plan?  

YES	NO	N/A
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- ✓ Do you have an emergency response plan for the potential accidents or emergencies?[this may be part of the spill contingency plan]  

YES	NO	N/A
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- ✓ Do you train employees on emergency response every year?  

YES	NO	N/A
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- ✓ Do you keep emergency response equipment accessible and near potential sources of accidents?  

YES	NO	N/A
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