



DRY CLEANING FACILITY REQUIREMENTS

For Use in all Areas of Santa Clara County Except Within the Cities of Santa Clara, Sunnyvale, and Gilroy

This document has been prepared to assist owners/operators of dry cleaning facilities with hazardous materials and hazardous waste compliance. The requirements described apply to the majority of dry cleaning facilities.¹ This document is merely a summary of the requirements of California Health and Safety Code (HSC), California Code of Regulations (CCR), California Fire Code (CFC), and local ordinances enforced by the Santa Clara County Hazardous Materials Compliance Division (HMCD) and/or city hazardous materials programs. Industrial wastewater discharge standards and air quality regulations which may also apply are not addressed. If you have any questions regarding this information, please contact the Hazardous Materials Compliance Division (HMCD) at (408) 918-3400 and ask to speak to the HMCD Phone Duty Officer.

A. Definitions

Hazardous Materials - Chemicals that pose a threat to human health and/or the environment when handled improperly (e.g., dry cleaning solvent, spotting chemicals, concentrated laundry soaps, laundry bleaches, boiler treatment chemicals, lubricants, facility maintenance chemicals, etc.).

Hazardous Wastes – Spent, off-specification, or surplus hazardous materials that must be discarded because they have no further use to the facility in their present condition (e.g., solvent distillation sludge, separator water, spotting table water, solvent-contaminated filters, solvent-contaminated lint, etc.).

Satellite Accumulation Area - An area where no more than 55 gallons of any individual hazardous waste is collected in a portable container (no tanks allowed). The waste containers must be located at or near the point of generation (e.g., the dry cleaning machine) and be under the control of the operator that generated the waste.

B. Required Permits, Authorizations, and Identification Numbers

Owner/operators of dry cleaning facilities that generate hazardous waste and/or store hazardous materials must obtain all of the following (please refer to www.unidocs.org/members/whoregulateswhat.html for local agency geographic jurisdictions and contact information):

- A Hazardous Waste Generator Permit from HMCD. (Note: If your facility is located within the city of Gilroy, Santa Clara, or Sunnyvale, contact the city Fire Department's HazMat program regarding permit requirements).
- A Hazardous Materials Storage Permit from the local agency that regulates the storage of hazardous materials in the city or County-area where your dry cleaning facility is located (i.e., HMCD or city Fire Department).
- A permit or authorization prior to installing or modifying dry cleaning machines or changing hazardous materials systems (obtained from the same local agency that issues Hazardous Materials Storage Permits).
- A closure permit prior to removing dry cleaning equipment or portions of the facility that came into contact with hazardous materials (obtained from the same local agency that issues Hazardous Materials Storage Permits).
- A site- and owner-specific EPA Identification Number issued by the California Department of Toxic Substances Control (DTSC) or United States Environmental Protection Agency (details available at www.dtsc.ca.gov).

C. Hazardous Material Storage and Waste Accumulation/Storage Areas

1. Hazardous materials storage and hazardous waste accumulation/storage areas must:
 - Be secured to prevent access by unauthorized persons;
 - Have emergency response equipment readily available, such as a spill kit and fire extinguisher;
 - Have emergency response information posted in required locations.

¹ The hazardous waste requirements in this document apply to facilities that generate less than 1,000 kilograms per month of hazardous waste. Facilities that generate more than 1,000 kg. per month are subject to additional requirements.

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2. Non-waste hazardous materials must be labeled with:
 - The full chemical name of the contents;
 - The hazardous properties of the material (e.g., flammable, corrosive, etc.).
3. Hazardous wastes must be labeled with all of the following information:
 - The words “HAZARDOUS WASTE;”
 - The name and address of the dry cleaning facility;
 - The composition of the waste;
 - The physical state of the waste (i.e., solid or liquid);
 - The hazardous properties of the waste (i.e., toxic, flammable, corrosive);
 - The accumulation start date for the waste (i.e., the date waste was first generated);
 - And, for satellite accumulation waste containers, the date the 55 gallon accumulation limit was reached.
4. Waste and non-waste hazardous materials must be:
 - Kept in closed containers that are compatible with the contents and in good condition;
 - Provided with secondary containment in case the primary container fails;
 - Segregated so that incompatible materials (e.g., flammables and acids) are not stored together;
 - Inspected at least monthly looking for spills and compliance with the above requirements. Hazardous waste containers that are not satellite accumulation containers must be inspected weekly.

Hazardous waste satellite accumulation containers may be kept on-site for a maximum of one year from the date the waste is first generated, or 180 days from the date the 55-gallon limit is reached, whichever occurs first. Hazardous waste containers that are not satellite accumulation containers may be kept on-site for a maximum of 180 days from the date the waste is first generated. Hazardous waste must be hauled away by a licensed hazardous waste transporter and taken to a permitted hazardous waste facility. Each hazardous waste shipment must be documented on a hazardous waste manifest or consolidated manifest receipt.

D. Treatment of Separator Water

Up to 180 gallons of perc-contaminated separator water may be treated each month as long as the facility:²

- Treats the waste within 90 days of generation;
- Properly manages treatment residuals, such as contaminated filters;
- Properly maintains the treatment equipment;
- Complies with local requirements related to the treatment activity.

E. Documentation

During hazardous material and hazardous waste inspections, make available the following documentation:

- Hazardous Materials Business Plan (HMBP)** – Required for facilities that have 55 gallons (liquids), 500 pounds (solids), or 200 cubic feet (gases) or more of any individual hazardous material on-site at any time. The HMBP must be kept current (significant changes must be reported within 30 days). The HMBP’s hazardous materials inventory must be resubmitted or recertified annually, and the entire HMBP must be resubmitted or recertified every three years. If the dry cleaning facility is located on rented or leased property and required to submit a HMBP, the business owner/operator must send a letter to the property owner notifying the property owner that the business is subject to HMBP reporting requirements. (HMBP forms, a Business Plan Certification Form, and a property owner notification form letter are available at www.unidocs.org).
- Training Records** – To document that all employees have been trained on emergency response procedures and hazardous waste handlers have been trained on the proper management of hazardous waste.
- Uniform Hazardous Waste Manifests and consolidated manifests (i.e., waste disposal receipts)** – Must be kept for three years to document the proper disposal of hazardous waste.
- Monitoring Records** – to prove that hazardous material and waste accumulation and storage areas are inspected periodically as required.
- Copies of permits, authorizations, and EPA Identification Number verifications** – (See above).
- Equipment Maintenance Schedule (recommended, but not required)** – To show that dry cleaning machines and separator water treatment units are properly maintained.

² For guidance on the disposal of water from non-perc machines, contact your hazardous waste inspector.