

Standard Operating Procedures Large Outdoor Festivals and Events

Special Event Permit - Stormwater Quality

Contact:

Water Resources
Manager;

Kelly Romero-
Heaney;

(970)871-8205;

[kromeroheaney@stea
mboatsprings.net](mailto:kromeroheaney@steamboatsprings.net)

Potential Pollutant Sources:

- Portable Toilets
- Trash Receptacles
- Parades, Concerts, Street Events
- Pets & Livestock
- Food & Beverage Vendors
- Vehicles & Equipment

What is Stormwater?

Stormwater runoff is precipitation that falls onto impervious surfaces such as roadways, parking lots, and rooftops. Instead of being absorbed into the ground, the runoff moves over these surfaces and makes its way into the drainage system and eventually into the Yampa River.

Description

Large outdoor festivals and events permitted by the City of Steamboat Springs have the potential to pollute our waterways. To prevent the conveyance of pollutants, such as litter, sewage, animal feces, food waste, and vehicle fluids, to the Yampa River and its tributaries, the following Standard Operating Procedures shall be followed:

Trash Collection and Food & Beverage Waste

- Provide adequate trash receptacles for vendors and guests.
- Monitor and respond to leaking waste containers.
- Empty trash receptacles to prevent overflow.
- Store waste containers under cover or on grassy areas, if possible.
- Do not wash out trash receptacles unless wash water will be discharged to the sanitary sewer.
- Walk the outdoor festival and event area during and after every large event to pick up loose trash and debris. Properly dispose of this material.

Street Sweeping

- The City performs routine street sweeping operations. Based on the specific intensity and/or nature of an event, roadways and parking lots shall be swept by mechanical street sweeper after the large festival or event. Event organizers shall coordinate with the City's Streets Dep't. to determine if the regularly scheduled street sweeping operations align with the event timing. In the case that City street sweeping operations do not align, event organizers shall arrange for adequate roadway and/or parking lot sweeping.





Spill Response & Clean-Up Procedures for applicable events

- At a minimum, 5-gallon spill kits shall be available on site at a central location to clean up minor spills that may result due to the nature of the event intensity or activities.
- Use absorbent materials from spill kit to stop the leading edge of spills and to block or divert spill to avoid discharge to the storm sewer system or waterbody.
- Remove absorbent materials and spilled substance and dispose of in the appropriate waste receptacle.
- Call 911 for emergency spills that cannot be safely addressed with the spill kit materials on location.

Portable Toilet Service

- Provide adequate toilets for anticipated number of participants in the event.
- Hire a licensed contractor to provide portable toilets and to haul/dispose of the associated waste.
- The units shall be removed as soon as the festival or event is completed so that they do not become a nuisance or vandalized.
- Contain spills and call portable toilet contractor to clean up spills immediately.

Training

- Train event staff and volunteers on the following:
 - location of the spill kit, its proper use, and spill response procedures
 - Portable toilet management
 - Waste receptacle management