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## AUTO RELATED BUSINESS MEETING ANNOUNCEMENT

Please join us on Tuesday, October 17, 2017, for an Auto Related Business Compliance Meeting from 11:30 a.m. - 1:00 p.m. at the Environmental Services Department office. During this meeting, City staff will discuss what your facility needs to do to remain compliant with Code and Environmental regulations and will answer any questions or concerns you may have. A complimentary lunch will be provided for all that attend.

This meeting is FREE to attend and is an opportunity for auto related businesses and City staff to have an open, friendly discussion on compliance issues or obstacles they are experiencing.

The meeting will be held in the Development Center at 206 W. Church Street, 2nd floor. The Development Center is located across from City Hall at the intersection of Church and NW 2nd St. Take either of the outside staircases located on the east side of the building to the second floor. An elevator is also available.

For more information, contact Wesley Bacon by phone at (972) 237-7564 or by email at [wbacon@gptx.org](mailto:wbacon@gptx.org).



**MEETING TUESDAY, OCTOBER 17**

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## CERTIFICATE OF OCCUPANCY REQUIRED

### What is a Certificate of Occupancy and why do I need one?

A Certificate of Occupancy (CO) gives permission to occupy a specific location to perform specific activities. The Certificate of Occupancy states the business name, the owner and agent of the business, the zoning restrictions and what activities are allowed to be performed at that location.

Every business is required to obtain and display a valid CO that reflects accurate and current use information. Over time there may be changes in the business that would require the existing CO to be

amended. For example, if a business moves, expands, changes its name, changes ownership, or activities change or are added, the business will need to obtain an amended CO. Operating a business without a valid CO or performing activities that are not listed on the CO could result in court citations.

For additional information on obtaining a Certificate of Occupancy, please contact the Building Inspections Division at (972) 237-8230 or the Code Enforcement Division at (972) 237-8332.

### REPORT IT, DON'T IGNORE IT.











### Useful Contacts

Building Inspections  
(972) 237-8230  
Code Enforcement  
(972) 237-8296  
Environmental Quality  
(972) 237-8055

## PROPER HAZARDOUS WASTE STORAGE

Hazardous waste is waste with properties that make it dangerous or capable of having harmful effects on human health or the environment. Proper storage and management of hazardous waste in a business is paramount for the safety of employees and the health of the environment. The following table provides tips and examples of how to properly store hazardous waste.

Good Practice	What To Do	What Not To Do
<p>Designate a “Hazardous Waste” storage area.</p> <ul style="list-style-type: none"> <li>• Make sure area is inside or undercover</li> <li>• Keep it clean and orderly</li> </ul>		
<p>Store waste in a chemically, compatible container.</p> <ul style="list-style-type: none"> <li>• Make sure container is in good condition with no dents or punctures</li> <li>• Container needs to be properly sealed when not in use</li> </ul>		
<p>Properly label storage containers.</p> <ul style="list-style-type: none"> <li>• Make sure labels are in good condition and are legible</li> <li>• Labels need to be visible at all times</li> </ul>		
<p>In case of spills, have secondary response measures in place.</p> <ul style="list-style-type: none"> <li>• Place storage containers in secondary containment</li> <li>• Have absorbent on hand for spill clean-up</li> </ul>		

## BEING AIR AWARE

Ozone is a gas which forms when nitrogen oxides (NOx) and/or volatile organic compounds (VOCs) combine with sunlight and intense heat. Vehicles are some of the major contributors of ozone accounting for nearly half of the nitrogen oxide inventory in our region.



Ozone affects individuals with existing conditions such as asthma but can also affect others by causing coughing, throat irritation, and shortness of breath.

In 2012, the US Environmental Protection Agency designated ten counties in North Central Texas as nonattainment for the 2008 8-hour ozone National Ambient Air Quality Standard. These standards are designed to protect human and environmental health, and ground-level ozone is monitored and targeted for reductions due to its potentially harmful effects. Since then, the region's ozone concentration has been lowering towards the 8-hour ozone standard of 75 parts per billion. This goal is important to reach in order to ensure a good quality of life for people of all ages.

Do your part to help reduce ozone creation.

- 1) **Reduce idling** in vehicles. If a customer arrives at your business and leaves the car running, kindly ask them to turn it off.
- 2) **Reduce drive times** when running errands. Try to run all your errands at once.
- 3) **Take your lunch to work** instead of going out to eat, to reduce drive times.

For more information, please visit [airnorthtexas.org](http://airnorthtexas.org).

### TEXAS TROUBLE

A facility with a paint booth in McLennan County was fined \$938 for failing to obtain authorization prior to operating a source of air emissions.



A trucking company in Webb County was fined \$3,563 for failing to maintain used oil containers, allowing the unauthorized disposal of municipal solid waste, failing to label used oil storage containers, and for outdoor burning.

A property with an out of service underground storage tank in Ellis County was fined \$13,562 for failing to register all USTs in existence and permanently removing from service no later than 60 days after the prescribed upgrade implementation date.

An unauthorized scrap tire facility in Potter County was fined \$3,937 for failing to obtain a scrap tire storage site registration prior to storing more than 500 used or scrap tires on the ground or 2,000 in enclosed and lockable containers.



## FIRST IMPRESSIONS

Good housekeeping, or the cleanliness, orderliness, and maintenance of your facility, is important for many reasons. Slips, trips, falls, and other accidents are often attributed to spills, clutter, or parts not in their correct place. Additionally, if spills are not cleaned up promptly, rainfall may wash pollutants into the storm drains and surface water bodies.

Grand Prairie has approximately 550 auto-related businesses that are all competing for customers. Many business owners improve their visibility through signs or banners; however, your grounds and building are much more visible than signs and banners! The appearance of your parking lots, lawns, and buildings are the best form of advertising. If your facility is clean, orderly, and well maintained, it sends a positive message that you care about the job that you do and that you pay attention to detail.

Good housekeeping can greatly benefit your business's bottom line. Take time each day to look at your business from the potential customer's viewpoint. Do the inside and outside show that you take pride in your place of business and work environment? As the old saying goes, "You never get a second chance to make a first impression."

## CITY OF GRAND PRAIRIE

Auto Related Business Program  
206 W. Church Street, 2nd Floor  
PO Box 534045  
Grand Prairie, TX 75053-4045

PRESORTED STANDARD

US POSTAGE

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PERMIT NO. 34

## REQUIREMENTS CONCERNING VEHICLE FLUID CONTAMINATED SOIL AT AUTO RELATED BUSINESSES

The discharge of vehicle fluids is prohibited from entering the storm water system in Grand Prairie under City ordinance. Due to the serious nature of vehicle fluid contamination, the following procedures must be followed in order for site remediation to be achieved:

- 1) Immediately cease all discharges of liquids or chemicals to the ground.
- 2) Remove all contaminated soil and place into drums with lids. Soil containing oil, antifreeze, and any other vehicle fluids except fuels must be labeled "Used Absorbent". Fuel is considered hazardous waste and should be dealt with accordingly. Fuel spills should be reported to the Environmental Services Department at 972-237-8055.
- 3) Contact a registered waste hauler to pick up the drums with contaminated soil. A list of waste haulers can be obtained from the Environmental Services Department. Call 972-237-8055 for more information.
- 4) A waste manifest must be obtained from the registered waste hauler and kept on site for 3 years. These manifests must be provided upon request from Grand Prairie Environmental Specialists.

Failure to adequately follow these instructions in response to a vehicle fluid spill may result in the issuance of a daily fine until remediation is initiated. The fine for this type of violation can reach \$2,000 per citation. Please call the Environmental Services Department with any questions or concerns at (972)237-8055.



**BE AIR AWARE**

Saving water saves electricity, which helps prevent air pollution. Be Air Aware with Air North Texas by conserving water this month. You can easily save water by taking shorter showers, turning off the faucet while brushing your teeth, repairing leaks and more. Be sure to focus on saving water on Ozone Action Days so we can breathe cleaner air.

 Visit [www.airnorthtexas.org](http://www.airnorthtexas.org) to learn more and commit to clean air strategies.

This newsletter is a publication of:  
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