



**SAN MATEO COUNTYWIDE**  
**Water Pollution Prevention Program**  
Clean Water. Healthy Community.  
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**New Development Subcommittee  
Proposed Agenda**

**October 7, 2008, 1:30 to 3:10 pm**

***South San Francisco's Water Quality Control Plant – Administration Building  
195 Belle Air Road – South San Francisco***

- I. Introductions, Announcements, Minutes & Agree on Agenda, Matt Fabry (chair), All (5 min.)**  
*Objective: Meet attendees, review and approve previous meeting summary, make announcements, and agree on agenda.*
  
- II. Update on August TAC Meeting and Any Other Issues that Are Not Covered Elsewhere on the Agenda, Matt (5 min.)**  
*Objective: Obtain information from the TAC meeting.*
  
- III. Municipal Regional Stormwater Permit, Matt, Everyone (10 min.)**  
*Objective: Receive update on status of the MRP for issues affecting new development.*
  
- IV. CASQA Conference Information Affecting New Development, Matt, Fred Jarvis, Everyone (10 min.)**  
*Objective: Obtain information from CASQA Conference.*
  
- V. Sustainable Green Streets and Parking Lots Project**
  - A. Schedule for Completing the Draft Sustainable Green Streets and Parking Lot Design Guidebook, Matt, Everyone (10 min.)**
  - B. Training on the Guidebook Following Its Completion Fred, Everyone (5 min.)**
  - C. Work Group to Propose Proposition 84 LID Project Matt, Everyone (10 min.)***Objective: Update on the schedule for completing the Guidebook and remaining opportunities for comment; agree on when subcommittee would prefer Guidebook training; and decide whether to form a work group to prepare a Proposition 84 green street grant proposal.*
  
- VI. Potential Stormwater Erosion from Pre-Construction Sites (Where All Building Permits Have Been Obtained and Ground Is Bare) Camille Leung, (5 min.)**  
*Objective: Determine how municipalities are handling these sites.*

- VII. Survey of Municipalities to Determine How Inspection Requirements for New Development and Construction Are Being Implemented and Availability of Standard Details, Fred (5 min.)**  
*Objective: Provide feedback on the draft survey form.*
- VIII. Areas for Improvement in New Development Portion of Annual Reports, Fred (5 min.)**  
*Objective: Obtain general suggestions for areas needing improvement.*
- IX. Update on BASMAA's Automatic Sizer Project, Matt, Fred, Everyone (5 min.)**  
*Objective: Information on the status of this project.*
- X. BASMAA Update, Leslie Lambert, Matt, Everyone (5 min.)**  
Objective: Receive an update on the activities of the BASMAA New Development Committee.
- XI. Roundtable Discussion, All (15 min.)**  
*Objective: Obtain information about how municipalities are proceeding with erosion controls and implementation of Provision C.3.*
- XII. Next Meeting, Matt, All (5 min.)**  
Schedule next meeting for December 2.

## **DRAFT New Development Subcommittee Report**

**Meeting Date:** August 5, 2008

**Subcommittee Action:** Approved the Hydromodification Applicability Checklist and Flow Duration Control Submittal Review Checklists and guidances. Copies will be put on SMCWPPP's website.

Agreed that a copy of the draft Sustainable Green Streets and Parking Lots Design Guidebook will be sent to Corrinne Goodrich, San Mateo County Transit District and the Grand Boulevard Initiative staff.

**Requested Technical Advisory Committee Action or Feedback/Guidance (if any):** None.

### **Other Information/Announcements:**

1. **Sustainable Green Streets and Parking Lots Design Guidebook.** Kevin Robert Perry from Nevue Ngan Associates and Robert Dusenbury from Sherwood Design Engineers described the contents and proposed schedule for completing the guidebook. The guidebook is intended to complement the C.3 Stormwater Technical Guidance. A complete draft of the guidebook is anticipated to be ready for review by mid-August. The New Development Subcommittee and Technical Advisory Committee will have two weeks to review and comment on the draft. The final version of the guidebook is anticipated to be complete around September 23 when a presentation will be made at the CASQA Conference. An 80-page excerpt from the preliminary draft version of the guidebook was distributed and discussed. Kevin mentioned that the guidebook is intended to provide technical information and motivation. His comments included the following:
  - a. The guidebook offers a number of site level design strategies to create more landscape space for stormwater treatment systems and trees.
  - b. Chapter 4 will contain a number of design examples from San Mateo County. This will include about 30 different scenarios with before and after sketches.
  - c. Chapter 5 has a lot of detail on design components, such as how to create space in existing parking lots. One of the chronic problems with rain garden types of stormwater treatment systems is failing to design the system so that stormwater flows in.
  - d. Chapter 6 will describe some of the grant funded demonstration projects.
  - e. Chapter 7 will include information about overcoming barriers to implementing sustainable, green streets and parking lots. Some of the barriers include costs and utility conflicts.

The subcommittee provided the following types of comments

- a The numerous small examples about how to do things are exactly what municipal staff and developers need.
- b The missing element is how to obtain funding to implement these types of projects.
- c The inspirational aspect of the guidebook is important. Local developers need to be inspired with actual examples.
- d There should be some training on use of the guidebook. The training should be for both municipal staff and staff from the development community.
- e Municipalities should get credit for permit compliance for doing these types of things, and currently this is not proposed in the permit.
- f The guidebook should have examples of how to deal with dense developments where on street parking is a premium.
- g One city would like to encourage the use of pervious driveways on residential property, and the guidebook should be able to state that pervious pavements may also be used in

these types of situations.

- h. What types of pervious materials, such as grasscrete, are strong enough for fire trucks? It would be good to have a list for plan checkers to use and address fire department's concerns.
  - i. The introduction is overwhelming, and the guidebook should cut to the chase faster.
  - j. The guidebook should have a glossary.
2. **Municipal Regional Stormwater Permit.** BASMAA managers have been meeting with Water Board staff. The managers would like an opportunity to review modifications to the permit language that captures conceptual agreements reached at these meetings. The adoption of the permit is likely to be delayed until early 2009.
  3. **Update on Statewide Construction General Permit.** The State Water Resources Control Board staff reports that it has no schedule for permit adoption. They are currently addressing the approximately thousand comments received on the draft permit. Another confounding issue is a recent court decision that requires the state to comply with the state water code before water quality standards for stormwater may be adopted in the Los Angeles Region's Water Quality Control Plan and implemented in permits, such as the Construction General Permit, in Los Angeles and Ventura Counties.
  4. **Recent Fines for Stormwater Violations During Construction.** U.S. EPA fined four large developers (Centex, KB, Pulte, and Richmond) \$4.3 million for a nationwide pattern of violating stormwater requirements during construction. No construction sites in the Bay Area are mentioned, and U.S. EPA did not fine municipalities where these stormwater violations occurred for their lack of oversight.
  5. **Construction Site Compliance Workshops.** There will not be a workshop held in San Mateo County this year. SMCWPPP will work with the San Francisco Estuary Project and SCVURPPP to hold two workshops in Cupertino. The current tentative dates for these workshops is November 20 and 21.

**Subcommittee Work That Affects Other Subcommittees:** Development of the Design Guidebook.

**Next Steps:** Review and comment on the draft Design Guidebook during the two week review period starting around mid-August.

**Dates of Next Meetings:** Next regular meeting on October 7.



**SAN MATEO COUNTYWIDE**  
**WATER POLLUTION PREVENTION PROGRAM**

**New Development Subcommittee**  
**FY 2008/09 Meeting Attendance**

Representing	Name	Phone Number	Meetings Attended					
			Aug	Oct	Dec	Feb	Apr	June
Atherton	Michael Wasmann	650/752-0518						
Belmont	Gilbert Yau	650/595-7467						
Brisbane	Matt Fabry (Program Coordinator)	415/508-2134	✓					
Burlingame	Eva Justimbaste	650/342-3727						
	Jane Gomery		✓					
Colma	Muneer Ahmed	650/757-8894						
	Joshua Rawley		✓					
Daly City	Jeanne Naughton	650/991-8033	✓					
East Palo Alto	Brad Tarr	650/853-3100						
EOA	Laura Prickett	510/832-2852 x 123						
	Fred Jarvis	510/832-2852 x 111	✓					
	Christina Hovland	510/832-2852 x 126						
Foster City	Norm Dorais	650/286-3279						
Half Moon Bay	Michelle Tangunan	650/726-8253						
Hillsborough	Jen Chen	650/375-7488						
	Catherine Chan	650/579-3353	✓					
Menlo Park	Jennifer Ng	650/330-6743	✓					
	Virginia Parks							
Millbrae	Khee Lim							
	Florian Ebo	650/259-2446	✓					
Pacifica	Elizabeth Claycomb	650/738-7361	✓					
	Christina Horrisberger	650/738-7444						
Portola Valley	Leslie Lambert	650/851-1700 x12						
Redwood City	Jon Lynch	650/780-7371						
	Susan Wheeler	650/780-7245	✓					
San Bruno	Laura Russell	650/616-7038	✓					
San Carlos	Deborah Nelson	650/802-4267						
San Mateo	Martin Quan	650/522-7330	✓					
County of San Mateo	Camille Leung	650/353-1826	✓					
	Joe Camicia	650/599-1537						
	Melissa Ross	650/599-1559						
South S.F.	Cassie Prudhel	650/829-3840	✓					
	Craig Lustenberger							
	Daniel Fulford		✓					
	Frank Mandola	650/829-3880						
Woodside	Gratien Etchebehere							
Nevue Ngan Associates	Kevin Robert Perry	503/239-0600	✓					
Sherwood Design Engineers	Robert Dusenbury	415/415-3080	✓					
	Julia Campbell		✓					



Agenda Item No. VII  
DRAFT **INSPECTION PRACTICES SURVEY**

Municipality: \_\_\_\_\_ Contact Person: \_\_\_\_\_ Position: \_\_\_\_\_  
Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_ Date: \_\_\_\_\_

1. Does your municipality maintain a database or list of active construction sites with required winterization controls?  
 Yes       No  
Who is responsible for maintaining the database or list?  
\_\_\_\_\_
  
2. Who reviews erosion and sediment control plans to determine adequacy?  
 Building staff       Public Works staff       Other (please specify) \_\_\_\_\_
  
3. Who conducts inspections to determine if erosion and sediment controls are in place and adequate?  
 Building Inspectors       Public Works Inspectors       Other (please specify) \_\_\_\_\_
  
4. How are inspectors trained?  
 San Francisco Estuary Project Workshops       UC Davis Extension Classes       Other (please specify) \_\_\_\_\_
  
5. In your opinion, are those inspecting erosion and sediment control measures adequately trained to do so?  
 Yes       No       Not Sure
  
6. How often are erosion and sediment control measures inspected? (check all that apply)  
 Pre-wet season       Before storm events       During storm events       After storm events
  
7. Describe the enforcement process for inadequate erosion and sediment control measures:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
  
8. Does your municipality have standard details for stormwater treatment measures?  Yes       No  
If yes, please list which stormwater treatment measures: \_\_\_\_\_  
\_\_\_\_\_  
Please include these standard details with your completed survey or a link where they may be downloaded.
  
9. Who in your municipality inspects to ensure the adequate construction of stormwater treatment measures?  
 Building Inspectors       Public Works Inspectors       Other (please specify) \_\_\_\_\_
  
10. In your opinion, are those inspecting the construction of stormwater control measures adequately trained to do so?  
 Yes       No       Not Sure
  
11. Does your municipality maintain a database or list of properties with stormwater treatment measures?  
 Yes       No       Don't know  
Who is responsible for maintaining the database or list?  
\_\_\_\_\_
  
12. How often are stormwater control measures inspected to verify the adequacy of operation and maintenance (O&M)?  
\_\_\_\_\_  
\_\_\_\_\_
  
13. Who in your municipality inspects stormwater treatment measures to verify the adequacy of O&M?  
 Building Dept. staff       Public Works staff       Planning staff       Commercial/industrial inspectors



Agenda Item No. VII  
DRAFT **INSPECTION PRACTICES SURVEY**

Other (please specify) \_\_\_\_\_  Don't know

14. In your opinion, are those conducting O&M verification inspections adequately trained to do so?  
 Yes  No  Not Sure

15. Does your municipality maintain a database on O&M verification inspections?  
 Yes  No  Don't know

16. Does your municipality require the operators of stormwater treatment measures to submit information annually that documents their operation and maintenance?  Yes  No  Not Sure  
If yes, describe: \_\_\_\_\_  
\_\_\_\_\_

17. If you have any questions or comments regarding inspections, please indicate them here:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_