



SAN MATEO COUNTYWIDE Water Pollution Prevention Program

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**New Development Subcommittee
Proposed Agenda
December 1, 2009, 1:30 to 3:30 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, All (5 min.)**
Objective: Meet attendees, review and approve previous meeting summary, make announcements, and agree on agenda.

- II. Municipal Regional Stormwater Permit (MRP) and MRP Implementation Plan – Matt, Laura, Everyone (20 min.)**
Objective: Receive update on adopted MRP and review draft MRP Implementation Plan of new development and construction tasks.

- III. Review Draft Notice to Project Applicants Regarding the MRP's Low Impact Development (LID) Requirements – Laura, Everyone (10 min.)**
Objective: Review the draft notice and hear how Low Impact Development requirements that go into effect December 1, 2011, may affect projects in the development pipeline.

- IV. Review Updated Impervious Surface Form- Laura, Everyone (10 min.)**
Objective: Review draft form, which has been updated for consistency with the MRP.

- V. Review Updated Construction Site Inspection Form - Laura, Everyone (10 min.)**
Objective: Review draft form, which has been updated for consistency with the MRP.

- VI. Review Updated Construction Site Inspections Tracking Spreadsheet- Laura, Everyone (10 min.)**
Objective: Review draft spreadsheet.

- VII. Review Updated Hydromodification Management Applicability Form –**
Laura, Everyone (10 min.)
Objective: Review draft form, which has been updated for consistency with the MRP.
- VIII. Review Updated NPDES Checklist –** Work Group members/All (10 min.)
Objective: Review draft checklist, which has been updated for consistency with the MRP.
- IX. Status of Model Resolution Supporting Designs in the Sustainable Green Streets and Parking Lots Design Guidebook -** Matt/All (5 min.)
Objective: Update on coordination with C/CAG regarding the draft model resolution.
- X. Update on Site Design/Low Impact Development Guidebook Update –**
Laura/All (5 min.)
Objective: Update on the status of the Guidebook update.
- XI. Roundtable Discussion: Water Efficient Landscaping Ordinance -** All (10 min.)
Objective: Obtain information about how municipalities are proceeding with implementing the State’s Model Water Efficient Landscaping Ordinance.
- XII. Schedule a Future Meeting at Redwood Shores Library –** Paul Willis/All (5 min.)
Objective: Identify date to hold a regularly-scheduled New Development Subcommittee meeting Redwood Shores Library in Redwood City, which was constructed to LEED standards and includes vegetated swales and disconnected downspouts.
- XIII. Reminder of December 3 Construction Site Compliance Workshop –** Laura Prickett, Everyone (2 min.)
Objective: Reminder to attend December 3 workshop.
- XIV. Next Meeting –** Matt/All (5 min.)
Objective: Schedule next meeting for February 2, 2010.

DRAFT New Development Subcommittee Report

Meeting Date: October 6, 2009

Present: Gilbert Yau, Belmont; Kiley Kinnon, Burlingame; Muneer Ahmed, Colma; Jeannie Naughton, Daly City; Laura Prickett, EOA; Catherine Chan, Hillsborough; Shaun Mao, Menlo Park; Leslie Lambert, Portola Valley; Paul Willis, Redwood City; Laura Russell, San Bruno; Gavin Moynahan, San Carlos; Martin Quan, San Mateo; Camille Leung, San Mateo County; Cassie Prudhel, South San Francisco

Subcommittee Actions:

1. Approved summary of August 4 Subcommittee meeting.

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

Other Information/Announcements:

1. **Statewide graywater standards** for residential use went into effect on August 4 and are available at www.documents.dgs.ca.gov/bsc/prpsd_chngs/documents/erm_files/HCD_ET_Emerg_Ch16A_Pt1_7-1-09.pdf
2. **The Municipal Regional Stormwater Permit (MRP)** is scheduled for adoption by the Regional Water Board on October 14. The Subcommittee reviewed the Bay Area Stormwater Management Agencies Association's list of recommended changes to Provision C.3 (low impact development).
3. **The Construction General Permit (CGP)**, adopted by the State Water Resources Control Board on September 2, will go into effect July 1, 2010. Existing projects must file Permit Registration Documents by July 1 to be considered "Risk Level 1" (essentially current BMPs) for two years.
4. **Construction Site Compliance Training**, by the San Francisco Estuary Partnership, is offered on December 3, at Brisbane's Mission Blue Center. Registration will be free or reduced-price for SMCWPPP municipalities. It will focus on the CGP, and cover applicable MRP requirements.
5. **Enforcement Response Plan (ERP)**. The Subcommittee will coordinate with the Commercial and Industrial Inspection (CII) Subcommittee to prepare an ERP, as required by the MRP.
6. **Green Street Project Planning**. Menlo Park identified two green parking lot projects for SMCWPPP to include in a proposal for funding under Proposition 84, federal stimulus funds, or a 2010 EPA grant. Other municipalities are encouraged to propose green street projects.
7. **Guidebook of Site Design Examples**. Five projects have been identified to add to this guidebook.
8. **Model Green Streets Resolution**. A draft model resolution, supporting designs in the Sustainable Green Streets and Parking Lots Design Guidebook, was reviewed. The County/City Association of Governments will review the model resolution before it is finalized and distributed for adoption.
9. **Round Table Discussion**. A development in Redwood City will reduce the depth of the concrete curb that keeps water from seeping below adjacent pavement (page 68, C.3 Technical Guidance). Curb depth will be reduced from 36" to 6" or 12"; below this waterproof membrane will be used.
10. **Site Tour**. The meeting was held at Portola Valley Town Center, so Portola Valley staff led a tour of a daylighted creek, vegetated swales, decomposed granite walkways and other "green" features.

Work That Affects Other Subcommittees: CII Subcommittee affected by Item 5 (ERP preparation)

Next Steps:

- Municipalities with written stormwater enforcement procedures or policies for construction sites will email the policies or procedures to Laura by October 20.
- EOA will update the Guidebook of Site Design Examples after obtaining project information.
- Comments on the draft model resolution are due October 20.
- Laura Prickett will invite Sue Ma, Water Board staff liaison for San Mateo County, to the next Subcommittee meeting to discuss low impact development requirements in the MRP.

Date of Next Meeting: December 1, at the South San Francisco Wastewater Treatment Plant

Implementation Plan: MRP Provisions Assigned to the New Development Subcommittee

Task No.	MRP Provision	MRP Requirement	Countywide Program Tasks	Municipality Tasks	BASMAA or Subset ¹	Task Due Date	Permit or Planning Date/Comment	Lead Subcommittee
C.3 1	C.3.a Performance Standards	(1) Have adequate legal authority to implement all requirements of Provision C.3.	Consider preparing memo advising municipalities of this and other requirements to review local authority and/or procedures. (See Municipality Tasks C.3-6, C.3-11, C.3-12, C.3-13, C.3-30, C.3-34, C.6-1.)	Confirm that sufficient legal authority exists.		2/1/10	Planning date	New Dev
C.3 2	C.3.a Performance Standards	(2) Have adequate development review and permitting procedures to impose conditions of approval or other enforceable mechanisms to implement the requirements of Provision C.3.	Update Impervious surface data collection worksheet	Adapt worksheet for local use.		12/1/09	Permit date	New Dev
C.3 3	C.3.a Performance Standards	(2) Have adequate development review and permitting procedures to impose conditions of approval or other enforceable mechanisms to implement the requirements of Provision C.3.	Update Annual Report deliverable forms, in coordination with BASMAA	Not Applicable	✓	4/1/10	Planning date	New Dev
C.3 4	C.3.a Performance Standards	(2) Have adequate development review and permitting procedures to impose conditions of approval or other enforceable mechanisms to implement the requirements of Provision C.3.	Prepare NPDES Checklist (based on SMCWPPP Checklist)	Adapt NPDES Checklist for local use.		12/1/09	Permit date	New Dev
C.3 5	C.3.a Performance Standards	(2) Have adequate development review and permitting procedures to impose conditions of approval or other enforceable mechanisms to implement the requirements of Provision C.3. For projects discharging directly to 303(d) listed waterbodies, conditions of approval must require that post development runoff not exceed predevelopment levels for such pollutants that are listed.	Consider adapting Alameda Countywide Program's Standard Conditions of Approval, including model COAs for discharges to 303(d) listed water bodies.	Adapt COAs for local use.		2/1/10	Permit date	New Dev
C.3 6	C.3.a Performance Standards	(3) Evaluate potential water quality effects and identify appropriate mitigation measures when conducting environmental reviews, such as CEQA.	Not Applicable	Confirm municipality is implementing this requirement (required in the previous stormwater permit).		12/1/09	Permit date	New Dev
C.3 7	C.3.a Performance Standards	(4) Provide training adequate to implement the requirements of Provision C.3 for staff including interdepartmental training.	Hold countywide training workshop on requirements of Provision C.3	Send staff to training.	?	6/1/10	Planning date	New Dev
C.3 8	C.3.a Performance Standards	(5) Provide outreach adequate to implement the requirements of Provision C.3., including providing education materials to municipal staff, developers, contractors, construction site operators, and owner/builders, early in the planning process and as appropriate.	Update Provision C.3 Flyer	Distribute updated flyer.		2/1/10	Planning date	New Dev

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C.3 9	C.3.a Performance Standards	(5) Provide outreach adequate to implement the requirements of Provision C.3., including providing education materials to municipal staff, developers, contractors, construction site operators, and owner/builders, early in the planning process and as appropriate.	Update Hydromodification Management Flyer	Distribute updated flyer.		2/1/10	Planning date	New Dev
C.3 10	C.3.a Performance Standards	(5) Provide outreach adequate to implement the requirements of Provision C.3., including providing education materials to municipal staff, developers, contractors, construction site operators, and owner/builders, early in the planning process and as appropriate.	Additional updates of outreach flyers when new requirements phase in December 2011	Distribute updated flyer.		10/1/10	Planning date	New Dev
C.3 11	C.3.a Performance Standards	(6) For all new development and redevelopment projects not regulated by Provision C.3., encourage the inclusion of adequate site design measures that include minimizing land disturbance and impervious surfaces (especially parking lots); clustering of structures and pavement; disconnecting roof downspouts; use of micro-detention, including distributed landscape detention; preservation of open space; protection and/or restoration of riparian areas and wetlands as project amenities.	Not Applicable	Confirm municipality is implementing this requirement (some changes to requirements in previous stormwater permit).		5/1/10	Permit date	New Dev
C.3 12	C.3.a Performance Standards	7) For all new development and redevelopment projects not regulated by Provision C.3., encourage the inclusion of adequate source control measures to limit pollutant generation, discharge, and runoff, to the maximum extent practicable.	Not Applicable	Confirm municipality is implementing this requirement (required in the previous stormwater permit).		5/1/10	Permit date	New Dev
C.3 13	C.3.a Performance Standards	(8) Revise, as necessary, General Plans to integrate water quality and watershed protection with water supply, flood control, habitat protection, groundwater recharge, and other sustainable development principles and policies and to require implementation of the measures required by Provision C.3 for all Regulated Projects defined in Provision C.3.b.	Not Applicable	Review General Plans to identify any need for updates based on new requirements included in Provision C.3.		12/1/10	Permit date	New Dev

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C.3 14	C.3.b Regulated Projects	i. Require all projects fitting the category descriptions listed below (hereinafter called Regulated Projects) to implement Low Impact Development (LID) source control, site design, and stormwater treatment onsite or at a joint stormwater treatment facility in accordance with Provisions C.3.c and C.3.d, unless the Provision C.3.e alternate compliance options are evoked. [No implementation date in permit. Assume 12/1/09 effective date.]	Update C.3 Technical Guidance to include changes to C.3 requirements in this section of the permit, and elsewhere.	Not Applicable		7/1/10	Planning date	New Dev
C.3 15	C.3.b Regulated Projects	ii. (1) Special Land Use Categories: Beginning December 1, 2011, all references to 10,000 square feet for (a) New Development or redevelopment projects changes to 5,000 square feet.	Second update of Impervious Surface Data Collection form to include 2011 requirements	Adapt worksheet for local use.		12/1/11	Permit date	New Dev
C.3 16	C.3.b Regulated Projects	ii. (1) Special Land Use Categories: Beginning December 1, 2011, all references to 10,000 square feet for (a) New Development or redevelopment projects changes to 5,000 square feet.	Update NPDES checklist to include 2011 requirements	Adapt checklist for local use.		12/1/11	Permit date	New Dev
C.3 17	C.3.b Regulated Projects	ii. (1) Special Land Use Categories: Beginning December 1, 2011, all references to 10,000 square feet for (a) New Development or redevelopment projects changes to 5,000 square feet.	Second update of standard Conditions of Approval to include 2011 requirements	Adapt COAs for local use.		12/1/11	Permit date	New Dev
C.3 18	C.3.b Regulated Projects	(4)(a) Road Projects: Construction of new streets or roads, including sidewalks and bicycle lanes built as part of the new streets or roads. (4)(d) Exclusions to road project requirements. (4)(e) If application is deemed complete on/before 12/1/09, new road/trail requirements do not apply so long as project applicant is diligently pursuing the project. If, from 12/1/09 to 12/1/11, project applicant has not acted to obtain approvals, requirements apply. (4)(f) If application is deemed complete after 12/1/09, new road/trail requirements do not apply if the project receives final discretionary approval by 12/1/11.(4)(g) If funding has been committed and public road/trail construction is scheduled to begin by 12/1/12, the new requirements shall not apply.	Assist municipalities in understanding immediate changes to road project requirements and grandfathering provisions. (These will also be included in C.3 Technical Guidance update, Task 13.)	Provide information on immediate changes to road project requirements and grandfathering provisions to municipal staff and project applicants (using updated C.3 flyer and C.3 Technical Guidance, Tasks 8,13.)		2/1/10	Planning date	New Dev
C.3 19	C.3.b Regulated Projects	(4)(b) Widening of existing streets or roads with additional lanes of traffic. (4)(c) Construction of impervious trails greater than 10 ft wide or creekside (within 50 ft of top of bank). (Effective 12/1/11)	Amend C.3 Technical Guidance, as needed, with these and other 2011 requirements.	Update project approval process, using C.3 Technical Guidance and adapted impervious surface worksheet, NPDES Checklist and COAs (Tasks 13,14,15).		12/1/11	Permit date	New Dev

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C.3 20	C.3.b Regulated Projects	iii. Green Streets Pilot Projects: The Permittees shall cumulatively complete ten pilot green street projects that incorporate LID techniques for site design and treatment in accordance with Provision C.3.c and that provide stormwater treatment sized in accordance with Provision C.3.d. (A Regulated Project may not be counted as one of the 10 pilot green street projects. (Complete construction by 12/1/14)	Coordinate among member municipalities to identify 2 projects that meet the MRP green street criteria. Consider seeking grant funding.	Participate in coordination to identify green street projects and consideration of grant funding opportunities.		6/1/10	Planning date	New Dev
C.3 21	C.3.b Regulated Projects	iii. Green Streets Pilot Projects: The Permittees shall cumulatively complete ten pilot green street projects that incorporate LID techniques for site design and treatment in accordance with Provision C.3.c and that provide stormwater treatment sized in accordance with Provision C.3.d. (A Regulated Project may not be counted as one of the 10 pilot green street projects. (Complete construction by 12/1/14)	Coordinate through BASMAA to confirm that, regionally, the identified projects meet the MRP green street criteria.	Not applicable	✓	7/1/10	Planning date	New Dev
C.3 22	C.3.b Regulated Projects	iii. (5) Green Streets Pilot Projects: The Permittees shall conduct appropriate monitoring of these projects to document the water quality benefits achieved.	Develop plans for monitoring green street projects, in coordination with BASMAA and applicable member municipalities.	Municipalities with green street projects participate in plan development.	✓	12/1/10	Planning date	New Dev
C.3 23	C.3.c Low Impact Development (LID)	i.(1) Source Control Requirements [minor differences between requirements in this provision and ACCWP's Model Source Control List]. (Implementation Date: December 1, 2011)	Update Source Control Model List for consistency with MRP.	Adapt Source Control Model List for local use.		5/1/10	Planning date	New Dev
C.3 24	C.3.c Low Impact Development (LID)	i.(2) Site Design and Stormwater Treatment Requirements (a) Require each Regulated Project to implement at least one of the following [site design] strategies onsite... i.(2) Site Design and Stormwater Treatment Requirements (b) Require each Regulated Project to treat 100% of the amount of runoff identified in Provision C.3.d for the Regulated Project's drainage area with LID treatment measures onsite or with LID treatment measures at a joint stormwater treatment facility.	Assist municipalities in understanding 2011 changes to site design and stormwater treatment requirements. (These will also be included in updated C.3 flyer, NPDES Checklist of Stormwater Requirements and C.3 Technical Guidance update, Tasks 10, 16, 19.)	Provide information on 2011 changes to site design and stormwater requirements and grandfathering provisions to municipal staff and project applicants (using updated C.3 flyer, NPDES Checklist and C.3 Technical Guidance, Tasks 10, 16, 19.)		12/1/11	Permit date	New Dev
C.3 25	C.3.c Low Impact Development (LID)	i.(2) (b)(iv) Permittees, collaboratively or individually, shall submit a report on the criteria and procedures the Permittees shall employ to determine when harvesting and reuse, infiltration, or evapotranspiration is feasible and infeasible at a Regulated Project site.	Collaborate regionally to develop LID infeasibility report.	Not Applicable	✓	5/1/11	Permit date	New Dev

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C.3 26	C.3.c Low Impact Development (LID)	i.(2) (b)(v) Permittees, collaboratively or individually, shall submit a report on their experience with determining infeasibility of harvesting and reuse, infiltration, or evapotranspiration at Regulated Project sites.	Collaborate regionally to develop report on LID infeasibility experience.	Provide information on experience with LID infeasibility to Countywide Program.	✓	12/1/13	Permit date	New Dev
C.3 27	C.3.c Low Impact Development (LID)	i.(2) (b)(vi) Permittees, working collaboratively or individually, shall submit for Water Board approval, a proposed set of model biotreatment soil media specifications and soil infiltration testing methods to verify a long-term infiltration rate of 5 to 10 inches/hour.	Collaborate regionally to develop soil specifications.	Not Applicable	✓	12/1/10	Permit date	New Dev
C.3 28	C.3.c Low Impact Development (LID)	i.(2) (b)(vii) Permittees shall submit for Water Board approval, proposed minimum specifications for green roofs.	Collaborate regionally to develop green roof specifications.	Not Applicable	✓	5/1/11	Permit date	New Dev
C.3 29	C.3.d Numeric Sizing Criteria for Stormwater Treatment Systems	i. Require that stormwater treatment systems constructed for Regulated Projects meet at least one of the following hydraulic sizing design criteria: (1) Volume Hydraulic Design Basis; (2) Flow Hydraulic Design Basis; and (3) Combination Flow and Volume Design Basis. iv. Limitations on Use of Infiltration Devices in Stormwater Treatment Systems [minor changes since previous permit]. Implement 12/1/09.	Assist municipalities in understanding immediate changes to numeric sizing requirements. (These will also be included in C.3 Technical Guidance update, Task 13.)	Provide information on immediate changes to numeric sizing requirements to municipal staff and project applicants (using updated C.3 Technical Guidance, Task 13.)		5/1/10	Planning date	New Dev
C.3 30	C.3.e Alternative Compliance with Provisions C.3.c	i.The Permittees may allow a Regulated Project to provide alternative compliance with Provision C.3.c in accordance with one of the two options listed below: Option 1: LID Treatment at an Offsite Location; and 2: Payment In-Lieu Fees	Not Applicable. New alternative compliance options will be described in updated C.3 Technical Guidance (Task 13).	Municipalities may opt to use the new alternative compliance provision, which is optional and will be described in updated C.3 Technical Guidance (Task 13).		2/1/10	Planning date	New Dev
C.3 31	C.3.e Alternative Compliance with Provisions C.3.c	ii. Special Projects. Permittees shall submit a proposal to the Water Board containing the following information: - Identification of the types of projects proposed for consideration of LID treatment reduction credits, ...	Collaborate regionally to develop special projects proposal.	Provide information, as requested, on high density and other projects that can reduce imperviousness at a watershed scale.	✓	12/1/10	Permit date	New Dev
C.3 32	C.3.f Alternative Certification of Stormwater Treatment Systems	In lieu of reviewing a Regulated Project's adherence to Provision C.3.d., a Permittee may elect to have a third party conduct detailed review and certify the Regulated Project's adherence to Provision C.3.d. [Minor change to requirements in previous permit.] No implementation date in permit. Assume 12/1/09 effective date.	Consider developing an Alternative Certification Form to help municipalities use consultants to review stormwater treatment designs for C.3 compliance.	Agencies that use Alternative Certification would adapt the updated form for local use.		6/1/10	Planning date	New Dev

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C.3 33	C.3.g Hydromodification Management	All HM Projects shall meet the Hydromodification Management Standard of Provision C.3.g.ii. [HM exemptions from previous permit have been eliminated.]	Update Hydromodification Management Applicability Form for consistency with MRP.	Adapt HM Applicability Form for local use.		12/1/09	Planning date	New Dev
C.3 34	Approved HM Control Area Map (No provision number)	The approved map is on Page 278 of the MRP.	Prepare an "atlas" of maps for portions of the County where the boundary between HM Control Areas and exempt areas does not follow an easily identifiable roadway.	Use the atlas of maps to determine whether HM requirements apply to development projects.		6/1/10	Planning date	New Dev
C.3 35	C.3.h Operation and Maintenance of Stormwater Treatment Systems	ii. (4) O&M Program shall include a written plan and implementation of the plan that describes O&M (including inspection) of all Regional Projects and regional HM controls that are Permittee owned and/or operated.	New Development Subcommittee to identify any need for countywide guidance.C35	Any municipalities managing or planning to manage a regional project should develop this plan.		12/1/10	Permit date	New Dev
C.3 36	C.3.h Operation and Maintenance of Stormwater Treatment Systems	ii. (5) O&M Program shall include database or equivalent tabular format of all regulated projects (public and private) that have installed ... stormwater treatment and HM controls.	Prepare Excel spreadsheet using tabular format provided in Attachment G of MRP.	Use the Excel spreadsheet to track O&M inspection data.		12/1/10	Permit date	New Dev
C.3 37	C.3.h Operation and Maintenance of Stormwater Treatment Systems	ii.(6) O&M Program shall include a prioritized plan for inspecting all installed stormwater treatment systems and HM controls. [New requirements added since pervious permit.]	Consider scheduling a New Development Subcommittee meeting to focus on O&M verification requirements.	Review the municipality's existing "prioritized plan" and update it, as needed, for consistency with MRP.		12/1/10	Permit date	New Dev
C.3 38	C.3.i Detached Single-Family Home Projects	i. Require all detached single-family home projects that create and/or replace 2,500 square feet or more of impervious surface to implement one or more stormwater lot-scale BMPs. (Implement 12/1/12)	Update NPDES Checklist and C.3 Technical Guidance with new requirements.	Adapt updated checklist for local use.		10/1/12	Planning date	New Dev
C.3 39	C.3.i Detached Single-Family Home Projects	iv. Develop standard specifications for lot-scale BMPs (e.g., for roof runoff and paved areas) for single-family homes and small Regulated Projects. Submit report containing the standard specifications for lot-scale treatment BMPs by 12/1/12.	Prepare standard specifications, possibly in coordination with BASMAA, and submit report containing the specifications to Water Board.	Implement new standard specifications	✓	12/1/12	Permit date	New Dev
C.6 1	C.6.a. Legal Authority for Effective Site Management	If not already established, establish legal authority to impose fines and/or stop work at ALL construction sites. Report in 2010 Annual Report (due 9/15/2010)	Not Applicable. Annual Report deliverables to be updated inTask 3.	Confirm in 2009/10 Annual Report that the municipality has established sufficient legal authority.		6/1/10	Planning date	New Dev
C.6 2	C.6.b. Enforcement Response Plan (ERP)	Develop and implement an Enforcement Response Plan (ERP) that ensures effective site management by operators.	Develop model ERP, in coordination with the CII Subcommittee.	Adapt model ERP for local use.		4/1/10	Permit date	New Dev

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C.6.3	C.6.c. Best Management Practice Categories	Require all construction sites to have seasonally appropriate effective BMPs in 6 categories: erosion control, run-on and runoff control, sediment control, active treatment systems (as necessary), good site management, and non-stormwater management.	Update construction site inspection checklist for MRP consistency. (NPDES checklist updated in Task C.3-4.)	Incorporate updated inspection forms into local process. (NPDES checklist updated in Task C.3-4.)		12/1/09	Planning date	New Dev
C.6.4	C.6.c. Best Management Practice Categories	Require all construction sites to have seasonally appropriate effective BMPs in 6 categories: erosion control, run-on and runoff control, sediment control, active treatment systems (as necessary), good site management, and non-stormwater management.	Consider need for updated or new BMP brochures to cover 6 categories of BMPs, possibly including update of BASMAA's Blueprint for a Clean Bay.	Distribute updated brochures (if any)	✓	8/1/10	Planning date	New Dev
C.6.5	C.6.d. Plan Approval Process	Review erosion control plans for consistency with local minimum required management practices. [No implementation date in permit. Assume 12/1/09 effective date.]	Develop form for municipalities to use.	Incorporate new requirements into development review procedures.		2/1/10	Planning date	New Dev
C.6.6	C.6.e. Inspections	ii. (1) By September 1 of each year, each permittee shall remind all sites disturbing 1 acre or more of soil to prepare for wet season.	Prepare model letter.	Adapt model letter for local use and send to developers/owners of sites disturbing 1 acre or more of land.		9/1/10	Permit date	New Dev
C.6.7	C.6.e. Inspections	(2) Inspect all sites disturbing 1 acre or more of land and high priority sites monthly during wet season. (3) Inspections shall focus on adequacy and effectiveness of BMPs and shall include assessment of compliance with Permittee's ordinances and permit, assessment of adequacy of BMPs (six categories), visual observation, and education on stormwater pollution prevention as needed. (4) Tracking. Develop construction site inspection database or equivalent tabular format.	Develop spreadsheet for construction site inspection tracking. (See Task C.6-8 regarding training.)	Incorporate spreadsheet into local procedures.		12/1/09	Planning date	New Dev
C.6.8	C.6.f. Staff Training	Provide training or access to training for staff conducting construction stormwater inspections.	Provide training workshop for construction site inspectors on new MRP requirements.	Send staff to training.		4/1/10	Planning date	New Dev
C.13.1	C.13.a. Manage waste generated from cleaning and treating of copper architectural features	i. Ensure local ordinance authority is established to prohibit the discharge of wastewater to storm drains generated from installing, cleaning, treating, and washing copper architectural features. Report in 2011 Annual Report.	Update deliverable forms for 2010/11 to assist with new reporting requirement.	Confirm authority is established in 2011 Annual Report.		11/1/10	Planning date	?

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C.13.2	C.13.a Manage waste generated from cleaning and treating of copper architectural features	ii. (1) The Permittees shall develop BMPs on how to manage the waste during and post-construction. (2) The Permittees shall require use of appropriate BMPs when issuing building permits. (3) The Permittees shall educate installers and operators on appropriate BMPs. (4) The Permittees shall enforce against noncompliance. Report on implementation in 2012 Annual Report.	Develop BMPs on how to manage waste during construction and maintenance of architectural copper features. Consider collaborating with BASMAA or subset of BASMAA members.	Require the use of appropriate BMPs when issuing building permits, provide information on the BMPs to installers and operators, and enforce against noncompliance.	✓	6/1/11	Planning date	?
C.13.3	C.13.a Manage waste generated from cleaning and treating of copper architectural features	iii. In their 2013 Annual Report, the Permittees shall evaluate the effectiveness of these measures, including BMP implementation and propose any additional measures to address this source.	Update deliverable forms for 2012/13 to assist with new reporting requirement.	Report on BMP effectiveness.		10/1/12	Planning date	?
C.13.4	C.15.b Conditionally Exempted Non-Stormwater Discharges	v.(1) The Permittees shall require that new or rebuilt swimming pools, hot tubs, spas and fountains within their jurisdictions have a connection to the sanitary sewer to facilitate draining events. The Permittees shall coordinate with local sanitary sewer agencies to determine the standards and requirements necessary for the installation of a sanitary sewer discharge location to allow draining events to occur with the proper permits from the local sanitary sewer agency. [No implementation date in permit. Assume this is timed to coincide with new 5/1/2010 Source Control Requirements in Task.C.3-12]	Through the New Development Subcommittee, advise municipalities of the need to coordinate with local sanitary sewer authority.	Coordinate with local sanitary sewer agencies to determine standards and requirement that may need to be included in the municipality's Source Control Measures List.		5/1/10	Planning date	?

Notice to Project Applicants

Additional, New Stormwater Use and Treatment Requirements Will Go Into Effect December 1, 2011

Additional, new, regional requirements mandated by the Regional Water Quality Control Board will affect private development projects beginning December 1, 2011. The following is a summary of applicable new requirements in Provisions C.3.b.ii and C.3.c.i.2 of the San Francisco Bay Region Municipal Regional Stormwater National Pollutant Discharge Elimination System Permit (“Municipal Regional Permit” or “MRP”). The full text of the MRP may be downloaded at www.flowstobay.org/ms_municipalities.php.

New Rules for Auto Service Facilities, Retail Gasoline Outlets, Restaurants, and Uncovered Parking

Beginning December 1, 2011, projects that create and/or replace 5,000 square feet or more of impervious surface related to auto service facilities¹, retail gasoline outlets, restaurants², and/or surface parking will be required to provide low impact development treatment of stormwater runoff. ***This requirement will apply to uncovered parking that is stand-alone, or included as part of any other development project***, and it applies to the top uncovered portion of a parking structure, unless drainage from the uncovered portion is connected to the sanitary sewer (see Provision C.3.b.ii.1 of the MRP). For all other land use categories, 10,000 square feet will remain the regional threshold for requiring low impact development, source control, site design, and stormwater treatment, although municipalities have the authority to require treatment to the maximum extent practicable for smaller projects.

New Restrictions on Methods of Stormwater Treatment

Beginning December 1, 2011, all projects that are required to treat stormwater will need to treat the permit-specified amount of stormwater runoff with the following low impact development methods: rainwater harvesting and reuse, infiltration, evapotranspiration, or biotreatment. However, biotreatment (filtering stormwater through vegetation and soils before discharging to the storm drain system) will be allowed only where harvesting and reuse, infiltration and evapotranspiration are infeasible at the project site. Criteria for determining infeasibility are scheduled to be developed by May 1, 2011. ***Vault-based treatment will not be allowed as a stand-alone treatment measure***. Where stormwater harvesting and reuse, infiltration, or evapotranspiration are infeasible, vault-based treatment measures may be used in series with biotreatment, for example, to remove trash or other large solids. (See Provision C.3.c.i.2 of the MRP.)

Will These Requirements Affect My Project?

- If you submitted a development application that was deemed complete before December 1, 2009, and you “diligently pursue” the project until it receives final discretionary approval, the additional, new requirements will not affect your project.
- If you submit a development application that is deemed complete after December 1, 2009, the additional, new requirements will not apply if the project has received final discretionary approval before December 1, 2011.
- In all other cases, the additional, new requirements will apply.

¹ Auto service facilities, described by Standard Industrial Classification (SIC) codes 5013, 5014, 5541, 7532-7534, and 7536-7539

² Restaurants described by SIC code 5812

NPDES PERMIT IMPERVIOUS SURFACE DATA COLLECTION WORKSHEET

COMPLETE THIS WORKSHEET FOR EACH NEW OR REDEVELOPMENT PROJECT WHERE 5,000 SQUARE FEET OR MORE OF IMPERVIOUS SURFACE WILL HAVE BEEN CREATED, ADDED AND/OR REPLACED.

What Projects Apply?
 All project applicants proposing to create, add, and/or replace 5,000 sq. ft. or more of impervious surface on the project site must fill out this worksheet and submit it to the Building Division at the point of building permit issuance. Interior remodeling projects and routine maintenance or repair projects, such as re-roofing and re-paving, are NOT required to complete this worksheet.

What is an Impervious Surface?
 An impervious surface is a surface covering or pavement of a developed parcel of land that prevents the land's natural ability to absorb and infiltrate rainfall/stormwater. Impervious surfaces include rooftops, walkways, patios, driveways, parking lots, storage areas, impervious concrete and asphalt.¹

For More Information
 For more information regarding selection of best management practices for stormwater pollution prevention, stormwater treatment, or hydromodification management contact:

Project Name: _____ APN # _____ - _____ - _____

Project Description: _____

Applicant's Name: _____

Project Location: _____
 (address)

1. Project Type (Check all that apply):

- Residential
 Commercial
 Industrial
 Public
 Mixed Use
 Restaurant
 Uncovered Parking
 Auto-service Facility
 Retail Gasoline Outlet

2. Project size:

a. Site size _____ sq. ft.

b. Estimated area of land disturbance during construction _____ sq. ft.
 (including clearing, grading, or excavating).

	Pre-Project Condition (sq.ft.), if applicable	Proposed Project Improvements (sq. ft.) ¹
c. Non-parking impervious surface area (includes land covered by buildings, sheds, patios/ covers, streets, sidewalks, paved walkway)		
d. Areas of uncovered parking		
e. Off-lot impervious surface (streets, sidewalks, and/or bike lanes built as part of new street)	N/A	
TOTAL: 2c through 2e		

¹ Per the Municipal Regional Permit (MRP), pervious pavement underlain with pervious soil or pervious storage material, such as a gravel layer sufficient to hold at least the volume of rainfall runoff specified in Provision C.3.d of the (MRP), is not an impervious surface. Download the MRP at www.flowstobay.org/ms_municipalities.php.

3. Determine Requirements for Stormwater Treatment and Hydromodification Management (HM)

- a. Check box if total proposed impervious surface is over:
- 10,000 sq. ft.: Stormwater treatment required (sizing requirements in Provision C.3.d of the MRP)
 - 43,560 sq. ft.: Complete the Hydromodification Management (HM) Applicability Form to determine whether HM is required
- b. Check box if combined area of uncovered parking lot, plus any impervious surface for auto-service facility, retail gasoline outlet, and/or restaurant, is over:
- 5,000 sq. ft.: If project is approved on or after 12/1/11, stormwater treatment may be required.

<p>4. Type of Pesticide Reduction Measures Used (Check all that apply):</p> <table border="0"> <tr> <td style="text-align: left;"><u>Description</u></td> <td style="text-align: left;"><u>Code</u></td> </tr> <tr> <td><input type="checkbox"/> Education</td> <td>PEDU</td> </tr> <tr> <td><input type="checkbox"/> Condition of Approval</td> <td>PCOA</td> </tr> <tr> <td><input type="checkbox"/> Doesn't Apply</td> <td>DNA</td> </tr> </table>	<u>Description</u>	<u>Code</u>	<input type="checkbox"/> Education	PEDU	<input type="checkbox"/> Condition of Approval	PCOA	<input type="checkbox"/> Doesn't Apply	DNA	<p>5. Types of Low Impact Development Measures Used (check all that apply):</p> <table border="0"> <tr> <td style="text-align: left;"><u>Description</u></td> <td style="text-align: left;"><u>Code</u></td> </tr> <tr> <td><input type="checkbox"/> Stormwater Treatment Measure</td> <td>STM</td> </tr> <tr> <td><input type="checkbox"/> Source Control Measure</td> <td>SCM</td> </tr> <tr> <td><input type="checkbox"/> Site Design Measure</td> <td>SDM</td> </tr> <tr> <td><input type="checkbox"/> Hydromodification Management</td> <td>HM</td> </tr> </table>	<u>Description</u>	<u>Code</u>	<input type="checkbox"/> Stormwater Treatment Measure	STM	<input type="checkbox"/> Source Control Measure	SCM	<input type="checkbox"/> Site Design Measure	SDM	<input type="checkbox"/> Hydromodification Management	HM
<u>Description</u>	<u>Code</u>																		
<input type="checkbox"/> Education	PEDU																		
<input type="checkbox"/> Condition of Approval	PCOA																		
<input type="checkbox"/> Doesn't Apply	DNA																		
<u>Description</u>	<u>Code</u>																		
<input type="checkbox"/> Stormwater Treatment Measure	STM																		
<input type="checkbox"/> Source Control Measure	SCM																		
<input type="checkbox"/> Site Design Measure	SDM																		
<input type="checkbox"/> Hydromodification Management	HM																		

Examples of Low Impact Development Measures²:

Stormwater Treatment

- Biofilter (veg. swale/strip)
- Underground detention
- Media filter³
- Hydrodynamic device³
- Infiltration trench
- Detention basin (dry)³
- Detention pond (wet)³
- Wetland basin³
- Inlet filter (only for use as part of multi-step treatment process)³
- Wetland channel³
- Other _____

Source Controls

- Wash area/racks, drain to sanitary sewer
- Roofed dumpster area, drain to sanitary sewer
- Swimming pool drain to sanitary sewer
- Beneficial landscaping (minimize irrigation, runoff, pesticides)
- Outdoor material storage protection
- Covers, drains for loading docks, maintenance bays, fueling areas
- Street sweeping, catch basin cleaning
- Other _____

Site Design

- Minimize land disturbance
- Minimize impervious surfaces
- Minimum-impact street or parking lot design
- Cluster structures/pavement
- Disconnect downspouts
- Alternative driveway design
- Microdetention in landscape
- Preserve open space
- Protect riparian and wetland areas, riparian buffers
- Minimize change in runoff hydrograph
- Porous pavement
- Other _____

² Rainwater harvesting and reuse, infiltration and evapotranspiration are Low Impact Development measures that may be used to meet stormwater treatment, source control, and site design requirements.

³ Beginning December 1, 2011, these types of stormwater treatment measures will not be allowed as stand-alone facilities to meet Low Impact Development requirements; they will only be allowed as one step in a multi-step treatment process.

<i>This section to be completed by Agency Staff</i>	
Reviewed:	
Community Development Department	Public Works Department
Planning Division: _____	Engineering: _____
Building Division: _____	
Return form to: _____	
Data entry performed by: _____	

Using the Updated Construction Site Stormwater Inspection Checklist

The attached checklist is for SMCWPPP member municipalities to use when inspecting construction best management practices (BMPs) at construction sites. The purpose of this checklist is to help agency inspectors enforce the use of construction-phase BMPs, to prevent erosion, and keep sediment and other pollutants out of the storm drain system and local creeks.

- **Feel free to customize the checklist** with your agency logo and contact information. BMPs listed in the checklist can be changed or removed if not typically used in your jurisdiction.
- **Print the checklist in duplicate** so that site superintendents can receive a copy at time of inspection. The completed checklist will indicate specific BMPs in need of maintenance or correction, and the deadline (the follow-up inspection date) to bring the site into compliance.
- **A new checklist for each inspection.** When returning to a site for follow-up inspections, it is helpful to refer to the previously-completed checklist for areas of concern. During these inspections, however, please use a new, unmarked checklist to document current conditions.

New Requirements in the Municipal Regional Stormwater Permit (MRP)

The MRP, adopted by the Regional Water Board on October 14, 2009, includes new requirements for construction site inspections, tracking and reporting. The checklist has been updated to help you comply with new requirements, including:

- **Inspect High Priority Sites monthly during wet season.** Checklist Item 11 identifies High Priority Sites (Sites disturbing 1 acre or more or with significant threat to water quality). MRP Provision C.6.e.i(2) lists the following factors to consider when identifying high priority sites: (i) soil erosion potential or soil type, (ii) site slope, (iii) project size and type, (iv) sensitivity of receiving water bodies, (v) proximity to receiving water bodies, (vi) non-stormwater discharge, and (vii) any other relevant factors as determined by local agency or Water Board.
- **Report on violations within six BMP categories.** The Construction BMPs (Checklist Items 12 –17) are now organized according to six BMP categories in Provision C.6.c of the MRP: erosion control, sediment control, run-on and run-off control, active treatment systems, good site management, and non-stormwater management. Municipalities will need to report on the number and percentage of violations within the six categories.
- **Additional data tracking and reporting.** The following table identifies other checklist items that collect data required for tracking and/or reporting. SMCWPPP will prepare a separate spreadsheet for tracking and reporting.

Checklist Item	Data for Tracking and/or Reporting
1	Inspection date
3	Weather during inspection
3a	Rainfall with runoff since last inspection (yes/no)
4	Site name
10	Sites disturbing 1 acre or more of soil
11	High priority site? (yes/no)
12-17	Problems within the construction BMP categories
18	Problems with illicit discharges
20	Date problem first identified
12-17, 20	Comments
20	Enforcement response level (to correspond with Enforcement Response Plan, which has not been developed yet, but must be implemented by April 1, 2010)
21	Resolution of problems
21	Date problem resolved
21	Rain with runoff after problem identified and before resolution? (yes/no)

CONSTRUCTION SITE STORMWATER INSPECTION CHECKLIST

1. Inspection Date: _____ Inspector: _____
2. Inspection Type: Routine Pre-Wet Season Pre-Storm During Storm After Storm
 Complaint Agency Referral Follow-up Other: _____
3. Current Weather Conditions: _____ 3a. Rainfall with runoff since last inspection? Yes No
4. Site Name: _____ 4a. Project No./Permit No.: _____
5. Project Location: _____
6. Site Contact: _____ 5a. Site Phone No.: _____
7. Mailing Address: _____
8. Permit Type: Building Permit Grading Permit Site Development Capital Improvement
9. Project Type: Commercial/Industrial Residential Landscaping Public Improvement
 Utility (water/sewer/PG&E) Grading Demolition Other: _____

10. Verification of Compliance with Statewide Construction Activity NPDES Permit

- Does the project disturb 1 acre of land, or more? Yes No NOI filed? Yes No
 SWPPP dated: ____ / ____ / ____ SWPPP on site? Yes No Comments/Follow up to Regional Water Board:

11. High Priority Site? Yes No (Sites disturbing 1 acre or more or with significant threat to water quality. High priority sites require monthly inspections during wet season.)

Adequate Non-Compliant Comments/Date for Correction

12. Erosion Control Measures:

- | | | | |
|--|--------------------------|--------------------------|--------------------------------|
| <input type="checkbox"/> Jute Netting / Fiber Blankets | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Mulch | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Hydroseed / Soil Binders / Compost Blankets | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Mark Areas of Vegetation to be Preserved | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Tree Protection Fencing | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Riparian Area Barrier | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Other: _____ | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> _____ |

13. Sediment Control Measures:

Adequate Non-Compliant Comments/Date for Correction

- | | | | |
|--|--------------------------|--------------------------|--------------------------------|
| <input type="checkbox"/> Fiber Rolls / Wattles / Compost Socks | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Silt Fences / Compost Berms | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Check Dams | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Stabilized construction entrance | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Dust Control | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Street Sweeping | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Sedimentation Basin | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Inlet filters (Bags, sand, gravel) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> _____ |
| <input type="checkbox"/> Other: _____ | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> _____ |

14. Run-on and Run-off Control:

	Adequate	Non-Compliant	Comments/Date for Correction
<input type="checkbox"/> Earth Dikes / Drainage Swales	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> _____
<input type="checkbox"/> Sampling is conducted, if required	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> _____
<input type="checkbox"/> Other: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> _____

15. Active Treatment Systems (if any):

	Adequate	Non-Compliant	Comments/Date for Correction
<input type="checkbox"/> Daily log shows treatment objectives met	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> _____
<input type="checkbox"/> Other: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> _____

16. Good Site Management:

	Adequate	Non-Compliant	Comments/Date for Correction
<input type="checkbox"/> Material Storage (wood, cement, etc)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> _____
<input type="checkbox"/> Petroleum Product Storage (oil, fuel)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> _____
<input type="checkbox"/> Hazardous Material Storage (paint, solvents)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> _____
<input type="checkbox"/> Waste Systems Management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> _____
<input type="checkbox"/> Soil Stockpiles	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> _____
<input type="checkbox"/> Vehicle Servicing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> _____
<input type="checkbox"/> Other: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> _____

17. Non-Stormwater Management:

	Adequate	Non-Compliant	Comments/Date for Correction
<input type="checkbox"/> Concrete washout area	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> _____
<input type="checkbox"/> Vehicle and equipment cleaning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> _____
<input type="checkbox"/> Dewatering operations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> _____
<input type="checkbox"/> Other: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/> _____

18. Are the discharge points free of any evidence of illicit discharge? Yes No Comments: _____

19. Describe sediment discharge from site: _____

20. **Enforcement /Follow-Up** Date problem first identified: ____ / ____ / ____ Next follow-up inspection date: ____ / ____ / ____

Corrective action(s) to be taken to remedy problems and date for completion: _____

Comments: _____

Enforcement Actions: None/In compliance Verbal Notice Notice to Comply Notice of Violation

Stop work order Administrative fine Enforcement Action No.: _____

Referred to (check one): Regional Water Board Other: _____

21. **Resolution:** Problem fixed Need more time Escalate enforcement Date resolved: ____ / ____ / ____

Was there rain with runoff after problem identified and before resolution? Yes No

22. Inspector's Signature: _____ Date: _____

23. Name of Site Superintendent (Print): _____

24. Signature of Site Superintendent: _____ Date: _____

DRAFT Construction Site Inspections Tracking Spreadsheet

Enter Name of Municipality]

Instructions: Obtain data from the Inspection Checklist for Construction Stormwater Controls completed during inspection. Enter data from one inspection per row. Column 6 (Project disturbs one acre or more?) should be answered yes or no for only the first inspection at any site. For sites disturbing 1 acre or more, there should be at least 1 inspection per month from October 15 to April 15. Beginning April 1, 2010, Enforcement Response Level (Column 15) should correspond with the Enforcement Response Plan currently being developed. Enter "1" for yes and "0" for no or no problem.

Purpose: Municipal Regional Permit Provision C.6.e.ii(4) requires agencies to track the information identified in this spreadsheet. The data recorded in this spreadsheet will be needed to summarize inspection results as required for annual reporting. This spreadsheet will not be submitted with the Annual Report.

1	2	3	4	5	6	7	8							13	14	15	16	17		18								
Enter 1 per inspection	Enter 1 for each site	Site Name	Inspectn Date	Weather During Inspectn	Rain with Runoff Since Prev. Inspectn? Y/N	ANSWER ONCE PER SITE: Project Disturbs 1 acre or more? (Y/N/See Previous Entry) ¹	Problems and Resolution (Resolution Options: Problem Fixed, Need More Time, Escalate Enforcement)							Comments (including rationales for longer compliance times)	Enforcemnt Response Level (Ref 20)	Number of Violation Corrected?												
							Erosion Control (Ref 12) ²	Sediment Control (Ref 13)	Run-on & Runoff (Ref 14)	Active Treatmt (Ref 15)	Site Mgt. (Ref 16)	Non Stormwtr Mgt (Ref 17)	Illicit Discharge (Ref 18)			Before Next Rain Event, Within 10 Days or Otherwise Timely? (Ref 21)	Within 30 Days? (Ref 21)											
1	1	EXAMPLE: Nirvana Estates	EXAMPLE: 12/12/09	EXAMPLE: Light Rain	EXAMPLE: Yes	1	EXAMPLE: Yes	1	EXAMPLE: Hydroseed washout. Need more time.	1	EXAMPLE: Straw Wattles / Silt fence not working. Need more time.	1	EXAMPLE: Excessive run-on from upslope. Need more time.	1	EXAMPLE: Daily log not kept. Need more time.	1	EXAMPLE: Soil stockpile not covered. Problem fixed.	1	EXAMPLE: No concrete washout area. Need more time.	1	EXAMPLE: Fuel spill. Problem fixed.	EXAMPLE: Superintendent began corrections. Follow up inspection in 1 week.	EXAMPLE: Notice to Comply.	2	EXAMPLE: Two timely corrections. Others to be determined at followup inspection.	2	EXAMPLE: Two corrections w/in 30 days. Others TBD at follow up	
1	1	EXAMPLE: Serenity Subdivision	EXAMPLE: 12/13/2009	EXAMPLE: Clear	EXAMPLE: No	0	EXAMPLE: No	0	EXAMPLE: No problem	0	EXAMPLE: No problem	0	EXAMPLE: No problem	0	EXAMPLE: No problem	0	EXAMPLE: No problem	0	EXAMPLE: No problem	1	Example: Sawcutting slurry in stormdrain. Need more time.	EXAMPLE: Follow up inspection in 1 week.	EXAMPLE: Verbal notice	0	EXAMPLE: TBD at follow up inspection	0	EXAMPLE: TBD at follow up inspection	
1	0	EXAMPLE: Nirvana Estates	EXAMPLE: 12/19/09	EXAMPLE: Clear	EXAMPLE: No	0	EXAMPLE: See previous entry	0	EXAMPLE: Problem on 12/12/09 was fixed.	0	EXAMPLE: Problem on 12/12/09 was fixed.	0	EXAMPLE: Problem on 12/12/09 was fixed.	0	EXAMPLE: Problem on 12/12/09 was fixed.	0	EXAMPLE: No problem.	0	EXAMPLE: Problem on 12/12/09 was fixed.	0	EXAMPLE: No problem.	EXAMPLE: No problems identified.	EXAMPLE: None	5	EXAMPLE: 5 timely corrections.	5	EXAMPLE: 5 corrections w/in 30 days.	
1	0	EXAMPLE: Serenity Subdivision	EXAMPLE: 12/20/2009	EXAMPLE: Heavy rain	EXAMPLE: Yes	0	EXAMPLE: See previous entry	0	EXAMPLE: No problem	0	EXAMPLE: No problem	0	EXAMPLE: No problem	0	EXAMPLE: No problem	0	EXAMPLE: No problem	0	EXAMPLE: No problem	0	EXAMPLE: Problem on 12/13/09 was fixed.	EXAMPLE: No problems identified.	EXAMPLE: None	1	EXAMPLE: One timely correction	1	EXAMPLE: 1 correction w/in 30 days	

Total # Inspections	4	Total # Sites	2	No. of sites disturbing ≥ 1 acre:	1	EC Violations	1	SC Violations	1	R&R Violations	1	AT Violations	1	SM Violations	1	NS Violations	1	ID Violations	2	Timely corrections	8	Corrected in 30 days	8
Total Violations: 8																							
For all violations, percentages in each category: 13 % 13 % 13 % 13 % 13 % 13 % 13 % 25 %																							
For all violations, percentages corrected as follows: 100 % 100 %																							

¹ Answer Yes or No only once for each site. 1 = Yes, 2 = No.

² The references (for example "Ref 12") refer to the applicable item number on the Construction Site Stormwater Inspection Checklist.



Hydromodification Management (HM) Applicability Worksheet

(To be completed by municipal staff, for projects that create and/or replace 43,560 sq. ft. or more of impervious surface. Definitions of terms in bold text are included on Page 2)

1. Date of Application: _____ Type of application: parcel/tentative/vesting/tract map
 site development review building permit
2. Project Location or Address: _____, CA
3. Project Name (if applicable): _____
4. Applicant's Name: _____
 Owner Contractor Engineer/Architect Builder/Developer
5. Applicant's Phone: _____ 7a. Fax: _____ 7b. Email: _____
6. Parcel/Tract No.: _____ 8a. Lot No.: _____ 8b. APN # _____
7. Total Lot (or Parcel/Tract) Area in Sq.Ft: _____
8. Total amount of Impervious Surface Created and/or Replaced (obtain from the completed Impervious Surface Form): _____ sq. ft. *If the amount is less than 1 acre (43,560 sq. ft.), HM requirements do not apply, and this form is not needed.*
9. Is the project located in an area subject to the hydromodification management (HM) standard? See HM Control Areas map at www.flowstobay.org/bs_new_development.php.

Check one:

- Yes. *Skip to Question 11.*
- No. *Attach map, indicating project location. Skip to Question 12 and check 12a.*
- Further analysis required. *Continue to Question 10.*

10. If the following condition is met, the project is considered exempt from the HM standard.

Check if condition is met:

An engineer or qualified environmental professional has determined that runoff from the project flows only through a hardened channel or enclosed pipe along its entire length before emptying into a waterway in the exempt area. *(Attach signed statement by qualified professional. Skip to Question 12 and check 12a.)*

11. Does the project replace existing impervious surface (such as a building, parking lot, roadway, etc.) and is the total impervious area NOT increased from the pre-project condition?
 - Yes. *The project is NOT required to incorporate HM measures. Go to Question 12 and check 12a.*
 - No. *The project IS required to incorporate HM measures. Go Question 12, and check 12b.*

Summary of Requirements

12. Is the project...	Yes (check one):
12a. Exempt from HM requirements?	<input type="checkbox"/>
12b. Subject to HM requirements? <i>Project is subject to requirements in Provision C.3.g and Attachment E of the Municipal Regional Stormwater Permit, available for download at: www.flowstobay.org/ms_municipalities.php.</i>	<input type="checkbox"/>

Glossary of Terms

for the Hydromodification Management (HM) Applicability Worksheet

Hydromodification - The modification of a stream's hydrograph, caused in general by increases in flows and durations that result when land is developed (e.g., made more impervious). The effects of hydromodification include, but are not limited to, increased bed and bank erosion, loss of habitat, increased sediment transport and deposition, and increased flooding.

Hydromodification management control area - The areas of HM applicability in Alameda County as shown in the HM map included in the Municipal Regional Stormwater National Pollutant Discharge Elimination System (NPDES) Permit ("Municipal Regional Permit" or "MRP"). The map may be downloaded at www.flowstobay.org/bs_new_development.php.

Impervious surface - A surface covering or pavement of a developed parcel of land that prevents the land's natural ability to absorb and infiltrate rainfall/stormwater. Impervious surfaces include, but are not limited to, roof tops; walkways; patios; driveways; parking lots; storage areas; impervious concrete and asphalt; and any other continuous watertight pavement or covering. Landscaped soil and pervious pavement, including pavers with pervious openings and seams, underlain with pervious soil or pervious storage material, such as a gravel layer sufficient to hold at least the MRP Provision C.3.d volume of rainfall runoff are not impervious surfaces. Open, uncovered retention/detention facilities shall not be considered as impervious surfaces for purposes of determining whether a project is a Regulated Project under MRP Provisions C.3.b. and C.3.g. Open, uncovered retention/detention facilities shall be considered impervious surfaces for purposes of runoff modeling and meeting the Hydromodification Standard.

Municipal Regional Stormwater NPDES Permit - The San Francisco Bay Regional Water Quality Control Board's Order R2-2009-0074 issuing Waste Discharge Requirements and National Pollutant Discharge Elimination System (NPDES) Permit No. CAS612008, for the discharge of stormwater runoff from the municipal separate storm sewer systems (MS4s) of more than 70 municipalities in the San Francisco Bay Area, including the municipalities within Alameda County, Alameda County unincorporated area, the Alameda County Flood Control and Water Conservation District, and the Zone 7 Water Agency, which have joined together to form the Alameda Countywide Clean Water Program (ACCWP). The MRP may be downloaded at www.flowstobay.org/ms_municipalities.php.

Project Applicant Checklist for NPDES Permit Requirements

I. PROJECT DATA

Project Name _____ Project Address _____

APN _____ - _____ - _____

Applicant Name _____ Applicant Phone _____

Applicant Address _____

Type of Development

- Residential
- Commercial
- Industrial
- Mixed-Use
- Streets, Roads, Highways, Freeways, etc.
- Redevelopment Project, as defined by the Municipal Regional NPDES Permit (MRP): creating, adding and/or replacing exterior existing impervious surface on a site where some past development has occurred.
- Special Land Use Categories, as defined by MRP Provision C.3.b.ii.1: (1) auto service facilities¹, (2) retail gasoline outlets, (3) restaurants², (4) uncovered parking area (stand-alone or part of other project).

- Site Area _____ (sq. ft.)
- Disturbed Area _____ (sq. ft.)¹
- Existing Impervious Surface _____ (sq. ft.)
- Total New Impervious Surface (created and/or replaced) _____ (sq. ft.)²
- Total Surface Parking (includes top level of parking structure) _____ (sq. ft.)³

¹ If ≥ 1 acre (43,560 sq. ft.) disturbed land, see Section III.
² If ≥ 10,000 sq. ft. of impervious surface added and/or replaced, see Section IV. If ≥ 1 acre (43,560 sq. ft.), see Sections IV and V.
³ If impervious surface associated with a Special Land Use Category (including any uncovered parking) ≥ 5,000 sq. ft., refer to Section IV.

¹ Auto service facilities, described by Standard Industrial Classification (SIC) codes 5013, 5014, 5541, 7532-7534, and 7536-7539
² Restaurants described by SIC code 5812

II. MINIMUM REQUIREMENTS FOR ALL PROJECTS – All projects must incorporate as many of the following measures as practical (check boxes that apply).

A. SITE DESIGN MEASURES. Project must incorporate the following measures to the maximum extent practicable:

- Protect sensitive areas, including wetland and riparian areas, and minimize changes to the natural topography.
- Minimize land disturbance and impervious surfaces (especially parking lots).
- Minimize impervious areas from being directly connected to the storm drain system (e.g., direct runoff from roof downspouts and other impervious surfaces to landscaped areas where feasible).
- Install rain barrel or cistern to capture and use rainwater for irrigation or other non-potable use.
- Design areas of “micro-detention” in landscaping to retain rainfall runoff onsite, where appropriate.
- Maximize permeability by clustering development and preserving open space, where appropriate.
- Concentrate development density, where appropriate, to reduce impervious surface on a watershed basis.
- Use permeable pavement surfaces where feasible.
- Use “Bay Friendly” landscape design (See *Bay-Friendly Landscape Guidelines - Sustainable Practices for the Landscape Professional*, www.bayfriendly.org).

B. SOURCE CONTROL MEASURES.

- Incorporate all applicable source control measures in [enter municipality name] Local Source Control Measures List.

Continued ⇒

C. PERMANENT STORMWATER TREATMENT CONTROL MEASURES. *Project must consider incorporating the following measures:*

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| <ul style="list-style-type: none"> <input type="checkbox"/> Vegetated swale³ <input type="checkbox"/> Vegetated buffer strip³ <input type="checkbox"/> Tree Well Filter³ <input type="checkbox"/> Flow-Through Planter Box³ <input type="checkbox"/> Bioretention Area/Rain Garden³ <input type="checkbox"/> Infiltration Trench <input type="checkbox"/> Green Roof | <ul style="list-style-type: none"> <input type="checkbox"/> Extended Detention Basin (dry)⁴ <input type="checkbox"/> Media filter⁴ <input type="checkbox"/> Hydrodynamic separator (For projects that receive final discretionary approval on or after 12/1/11, allowed only if part of a multi-step treatment process) <input type="checkbox"/> Manufactured drain insert (Not allowed unless part of a multi-step treatment process) <input type="checkbox"/> Other: _____ |
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³ Regulated Projects (described in Section IV) will need to use Regional Water Board-approved soil specifications if project receives final discretionary approval on or after 12/1/11.

⁴ Not allowed in projects that receive final discretionary approval on or after 12/1/11.

D. EROSION and SEDIMENTATION CONTROL. *If the project involves any land disturbance, project plans must incorporate all of the following requirements:*

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| <ol style="list-style-type: none"> 1. Stabilize all denuded areas and install and maintain all temporary erosion and sediment controls continuously between October 15th and April 15th of each year, until permanent erosion control have been established. 2. Divert on-site runoff around exposed areas and diverting off-site runoff around the site (e.g., swales and dikes). 3. Prevent erosion and trapping sediment on-site, such as sediment basins or traps, earthen dikes or berms, silt fences, check dams, storm drain inlet protection, soil blankets or mats, covers for soil stock piles, and/or other measures. | <ol style="list-style-type: none"> 3. Provide notes, specifications, or attachments describing the following: <ol style="list-style-type: none"> a) Construction, operation and maintenance of erosion and sediment control measures, including inspection frequency; b) Methods and schedule for grading, excavation, filling, clearing of vegetation, and storage and disposal of excavated or cleared material; c) Specifications for vegetative cover and mulch, including methods and schedules for planting and fertilization; d) Provisions for temporary and/or permanent irrigation. |
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E. CONSTRUCTION BMPs. *Project plans must incorporate all of the following BMPs as project notes. Additionally, project plans must include SMCWPPP's Construction BMP page, available for download at [\(enter municipality website address\)](#).*

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| <ol style="list-style-type: none"> 1. Store, handle, and dispose of construction materials and wastes properly, so as to prevent their contact with stormwater. 2. Control and prevent the discharge of all potential pollutants, including pavement cutting wastes, paints, concrete, petroleum products, chemicals, washwater or sediments, and non-stormwater discharges to storm drains and watercourses. 3. Use sediment controls or filtration to remove sediment when dewatering site and obtain all necessary permits. 4. Avoid cleaning, fueling, or maintaining vehicles on-site, except in a designated area where washwater is contained and treated. 5. Delineate with field markers clearing limits, easements, setbacks, sensitive or critical areas, buffer zones, trees, and drainage courses. | <ol style="list-style-type: none"> 6. Protect adjacent properties and undisturbed areas from construction impacts using vegetative buffer strips, sediment barriers or filters, dikes, mulching, or other measures as appropriate. 7. Perform clearing and earth moving activities only during dry weather. 8. Limit and time applications of pesticides and fertilizers to prevent polluted runoff. 9. Limit construction access routes and stabilize designated access points. 10. Avoid tracking dirt or other materials off-site; clean off-site paved areas and sidewalks using dry sweeping methods. 11. The Contractor shall train and provide instruction to all employees and subcontractors regarding construction BMPs. |
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III. CONSTRUCTION PROJECTS THAT DISTURB \geq 1 ACRE OF AREA — *For all projects with 1 acre or more of disturbed area, applicants must file a Notice of Intent (NOI) with the State Water Resources Control Board to obtain coverage under the State General Construction Activity NPDES Permit, and must prepare and implement a Storm Water Pollution Prevention Plan (SWPPP). Note: Completion of this checklist does not imply certification of the adequacy of the SWPPP by the municipality.*

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| <p>1. A copy of the project's NOI and SWPPP shall be submitted to the planning, building, or engineering department prior to issuance of a grading or building permit.</p> | <p>2. A copy of the project's NOI and SWPPP shall be kept on-site and made available for review by the municipal inspector upon request.</p> |
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IV. REGULATED PROJECTS - *The following requirements apply to projects that add and/or replace 10,000 sq. ft. or more of impervious surface, and are therefore Regulated Projects under the Municipal Regional Stormwater Permit (MRP). These requirements will also apply to any Special Land Use Category project that adds and/or replaces 5,000 sq. ft. or more of impervious surface, if it receives final discretionary approval on or after December 1, 2011. These requirements do not apply to one single-family residence that is not part of a larger plan of development.*

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| <p>1. Incorporate site design measures (see Section IIA).</p> <p>2. Incorporate all applicable source control measures listed in the municipality's Local Source Control Measures List.</p> <p>3. Enter into an agreement of responsibility and funding for ongoing operation and maintenance of stormwater treatment measure(s).</p> <p>4. Treatment measure design must be consistent with Vector Control Plan requirements (Appendix F of the C.3 Technical Guidelines - link at end of this section).</p> <p>5. If project receives final discretionary approval on or after 12/1/11, the design volume of stormwater runoff must be infiltrated, evapotranspired and/or captured and reused, unless the City/County determines it is infeasible based on criteria and procedures it develops, in which case biotreatment (NOT vault-based treatment) may be used.</p> | <p>6. Hydraulically size stormwater treatment measures, as follows. (For more details see the C.3 Technical Guidance – link at end of this section).</p> <ul style="list-style-type: none"> <input type="checkbox"/> A flow-based treatment measure hydraulically sized to manage the flow of runoff produced by a rain event equal to at least 0.2 inches per hour; or <input type="checkbox"/> A volume-based treatment measure hydraulically sized to capture 80 percent or more of the volume of annual runoff, using local rainfall data. <input type="checkbox"/> A treatment measure that uses a combination of flow and volume capacity, hydraulically sized to treat 80 percent or more of the total runoff over the life of the project, using local rainfall data. <p>Note: the C.3 Technical Guidance may be downloaded at www.flowstobay.org/bs_new_development.php.</p> |
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V. HYDROMODIFICATION MANAGEMENT PROJECTS – *If your project creates and/or replaces 1 acre or more of impervious surface, it may be considered a Hydromodification Management (HM) Project under the Municipal Regional Stormwater Permit (MRP). The agency may complete an HM Applicability Form, to determine if HM controls are required. For more information on HM, go to www.flowstobay.org/bs_new_development.php. The following requirement applies to HM Projects, which create and/or replace 1 acre or more of impervious surface and are located in areas subject to HM:*

1. Use a flow duration stormwater control measure designed such that post-project stormwater discharge rates and durations match pre-project discharge rates and durations. The Bay Area Hydrology Model (BAHM) has been developed to size flow duration controls. See www.bayareahydrologymodel.org.

Reviewed by:

Planning: _____ date / /

Engineering: _____ date / /

Building: _____ date / /