



**SAN MATEO COUNTYWIDE**  
**Water Pollution Prevention Program**  
Clean Water. Healthy Community.  
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**New Development Subcommittee**  
**Proposed Agenda**  
**December 2, 2008, 1:30 to 3:15 pm**

**Note Location Change! - City of Brisbane City Hall**  
*50 Park Place –Brisbane, CA*

- I. Field Visit to Brisbane City Hall Parking Lot Demonstration Project, Matt Fabry (chair) and Robert Dusenbury, Sherwood Design Engineers, All (30 min.)**  
*Objective: See the parking lot demonstration project and obtain an overview of its design by Robert Dusenbury.*
  
- II. Introductions, Announcements, Minutes & Agree on Agenda, Matt, All (5 min.)**  
*Objective: Meet attendees, review and approve previous meeting summary, make announcements, and agree on agenda.*
  
- III. Update on November TAC Meeting and Any Other Issues that Are Not Covered Elsewhere on the Agenda, Matt (5 min.)**  
*Objective: Obtain information from the TAC meeting.*
  
- IV. Municipal Regional Stormwater Permit, Matt, Everyone (10 min.)**  
*Objective: Receive update on status of the MRP for issues affecting new development, such as the anticipated addition of language allowing projects to be exempted from hydromodification requirements if they are located in coastal areas that drain entirely to a piped system to a beach outside of an Area of Special Biological Significance.*
  
- V. Feedback on Erosion Construction Training Workshop in November, Attendees at Nov. 20 or 21 workshops (10 min.)**  
*Objective: Obtain information from attendees to help with planning future workshops.*
  
- VI. Status of Completing the Sustainable Green Streets and Parking Lots Design Guidebook, Matt, Everyone (10 min.)**  
*Objective: Obtain information about the pending completion of the Guidebook.*

- VII. Initiation of Work Group to Draft Grant Application for Proposition 84 Stormwater Funds** Fred Jarvis, Everyone (5 min.)  
*Objective: Obtain information about draft Proposition 84 stormwater grant program guidelines and agree on what the work group should accomplish.*
- VIII. Results of 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: Obtain summary of survey's results.*
- IX. Draft Instructions for Completing Table of New Development Projects (Attachment F of Deliverable Forms)** Fred, Everyone (5 min.)  
*Objective: Obtain copy of draft instructions and agree on schedule for review, comment, and completion.*
- X. Roundtable Discussion Including Low Impact Development Meeting at BayKeeper's Offices,** All (15 min.)  
*Objective: Obtain information about how municipalities are proceeding with erosion controls and implementation of Provision C.3.*
- XI. Next Meeting,** Matt, All (5 min.)  
Schedule next meeting for February 3.

## **DRAFT New Development Subcommittee Report**

**Meeting Date:** October 7, 2008

**Subcommittee Action:** Agreed to develop a list of work group tasks and time commitments as background information to solicit staff to become members of a work group. The work group would help identify ideas for a Proposition 84 stormwater grant project and recommend how to use vehicle registration funds.

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

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

1. **Municipal Regional Stormwater Permit.** The draft permit will be available for comment once Tom Mumley, the Water Board's Assistant Executive Officer, is satisfied with the revised version. The Water Board staff intends to distribute the permit in November, hold a staff workshop with stakeholders to explain the proposed changes to the draft permit, and adopt the permit in early 2009. The possible permit requirement for green street pilot projects was discussed.
2. **CASQA's September Workshop.** Matt and Kevin Robert Perry made a presentation about the sustainable green streets and parking lots project. Water Board staff suggested at the workshop that stormwater should be pumped for treatment from the street edge to a landscaped median. There was a presentation about how to make local regulations friendlier to LID. Trash inserts used in storm drain inlets need to be cleaned 3-4 times per year according to municipal staff from southern California. All of the presentations from the workshop will be posted on CASQA's website.
3. **Sustainable Green Streets and Parking Lots Design Guidebook.** Kevin Robert Perry hopes to have the guidebook completed this month. Some of the changes that will be made to the guidebook help to clarify which aspects of green streets fit under the permit's requirements for site design measures and which aspects could be used for stormwater treatment measures. Part of the scope of work is for Nevue Ngan to attend one workshop to educate staff members on how to use the guidebook and evaluate various green street and sustainable parking lot projects. The schedule for this workshop has not been decided. Another part of the project is to develop evaluation criteria about judging the effectiveness of green street and parking lot projects. Laura Russell has some interest in participating in a possible work group.
4. **Projects Not Covered by Grading Permit.** County has a small subdivision that was graded and storm drains constructed. Because building permits have not been taken out, the project does not have erosion control oversight by the building inspectors. To address this type of problem the county will have the planners be responsible for projects with subdivision permits as regards knowing when grading occurs and when erosion control BMPs are installed. The grading should occur during the dry season. Typically an inspector would look at the project before grading starts, during the middle of the grading, and at the end of the project. Before a grading permit may be closed out, the builder must demonstrate to the planning staff that the site is stabilized. Redwood City staff described requirements for bonds prior to doing any grading over 50 cys, and the bonds cover erosion and sediment control. A lot of agencies use bonds to assure that erosion and sediment control will either be done by the builder or the municipality may hire someone.
5. **Inspection Practices Survey.** The draft survey was reviewed. It was agreed that comments will be submitted to EOA by October 14, and the survey will be expanded to cover grading and bonds.

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

**Next Steps:** Finalize survey form, distribute for municipalities to complete, and summarize results.

**Dates of Next Meetings:** Next regular meeting on December 2, possibly in Brisbane to visit the parking lot demonstration project.

**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	Paul Willis			✓				
	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	✓					
	Daniel Fulford		✓	✓				
Woodside	Gratien Etchebehere							
Nevue Ngan Associates	Kevin Robert Perry	503/239-0600	✓					
Sherwood Design Engineers	Robert Dusenbury	415/415-3080	✓					
	Julia Campbell		✓					