

NOTICE OF MEETING

NPDES TECHNICAL ADVISORY COMMITTEE

January 11, 2010

TUESDAY, JANUARY 19, 2010 - 10:00 A.M. TO NOON
CITY OF BELMONT – THE LODGE (In Twin Pines Park near City Hall)
30 Twin Pines Lane
(See location map on back)

Web Site: www.flowstobay.org

AGENDA

1. INTRODUCTIONS, ANNOUNCEMENTS, MINUTES APPROVAL, AGENDA REVISIONS – MATT FABRY
2. PRESENTATIONS
 - A. REVIEW RECOMMENDATIONS OF MRP IMPLEMENTATION WORK GROUP – MATT/WORK GROUP MEMBERS/EVERYONE
 - B. ACTION ITEMS:
 - 1.) DECIDE WHETHER TO RECOMMEND C/CAG AMEND EOA'S EXISTING CONTRACT TO PROVIDE TIMELY ADDITIONAL ASSISTANCE WITH HIGH PRIORITY MRP TASKS
 - 2.) AGREE THAT MUNICIPAL MAINTENANCE SUBCOMMITTEE SHOULD OVERSEE TRASH CONTROL TASKS BY HAVING ADDITIONAL TRASH-FOCUSED MEETINGS THAT ARE ATTENDED BY MANAGEMENT LEVEL STAFF
 - C. UPDATE ON BASMAA'S COORDINATION EFFORTS TO DEVELOP NEW DELIVERABLE REPORTING FORMS FOR DECEMBER THROUGH JUNE 2010 – MATT/EVERYONE
 - D. UPDATE ON THE STATUS OF SAN FRANCISCO ESTUARY PARTNERSHIP'S TRASH GRANTS – FRED JARVIS/EVERYONE
 - E. REVIEW SAN DIEGO'S UNFUNDED MANDATES TEST CLAIM – FRED/EVERYONE
3. SUBCOMMITTEE REPORTS/
 - A. PUBLIC INFORMATION/PARTICIPATION – JAMES SHANNON
 - B. COMMERCIAL/INDUSTRIAL AND ILLICIT DISCHARGE – WARD DONNELLY
 - C. NEW DEVELOPMENT – MATT FABRY
 - D. MUNICIPAL GOVERNMENT MAINTENANCE ACTIVITIES – FRED JARVIS
 - E. PARKS MAINTENANCE AND INTEGRATED PEST MANAGEMENT WORK GROUP – VERN BESSEY
 - F. WATERSHED ASSESSMENT AND MONITORING – DERMOT CASEY
4. PUBLIC COMMENTS
5. ANNOUNCEMENTS
6. NEXT MEETING – February 16 TAC at San Mateo County Environmental Health's Offices in San Mateo.

FUTURE MEETINGS:

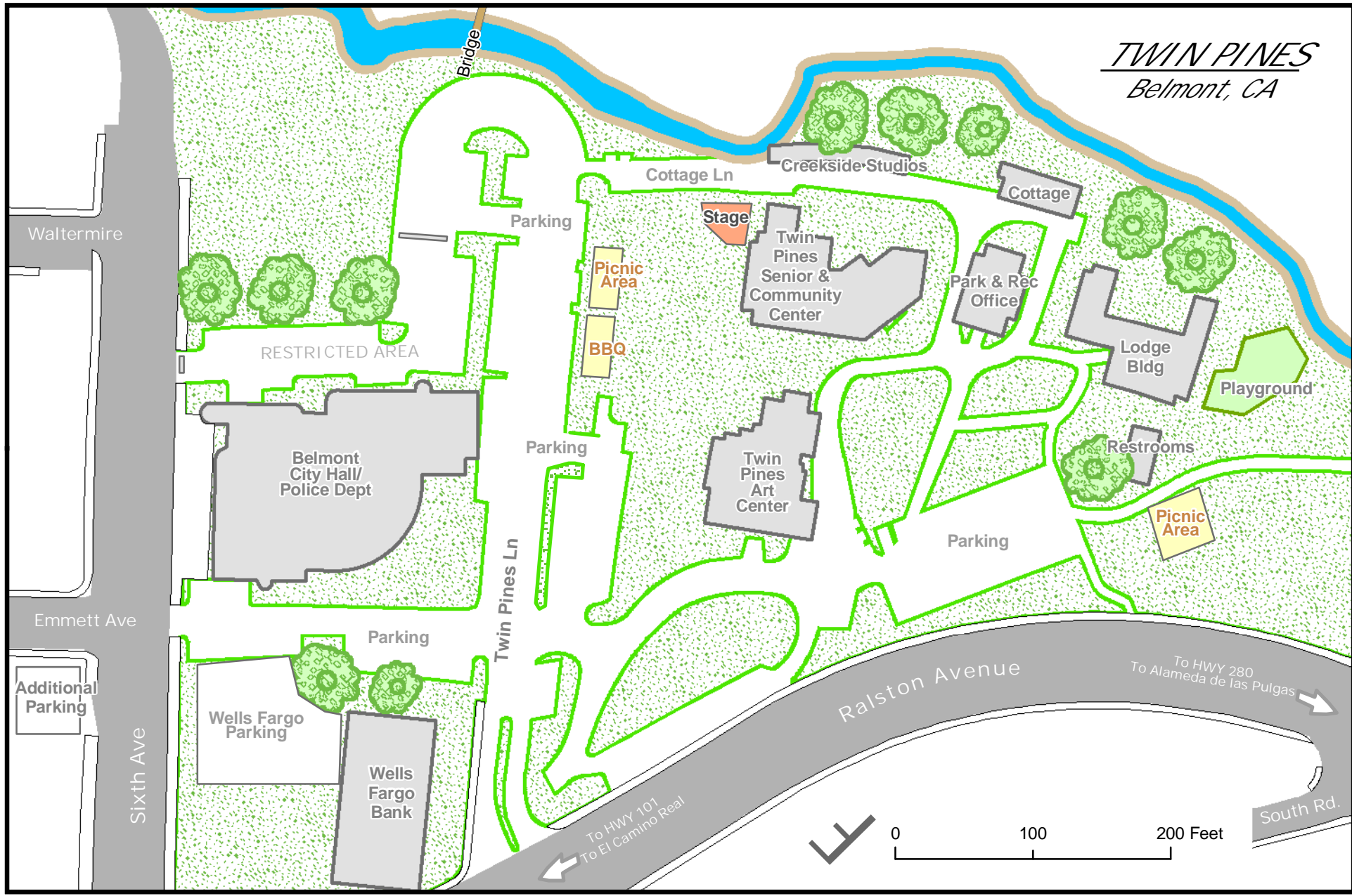
FEB 16 @ San Mateo (Co. Environ. Health)
MAR 16 @ _____
APRIL 20 @ _____

Post by 5:00 P.M., Wednesday, January 13, 2010

NOTE: Persons with disabilities who require auxiliary aids or services in attending and participating in this meeting should contact Matthew Fabry at (415) 508-2134, five working days prior to the meeting date.

Public records that relate to any item on the agenda for a regular NPDES Technical Advisory Committee (TAC) meeting are available for public inspection. Those records that are distributed less than 72 hours prior to the meeting are available for public inspection at the same time they are distributed to all members, or a majority of the members of the TAC. The TAC has designated Brisbane's City Hall, located at 50 Park Place, Brisbane, for purpose of making those public records available for inspection. The documents are also available on the C/CAG Internet Web site, at the link for agendas for upcoming meetings. The website is located at: <http://www.ccag.ca.gov>.

TWIN PINES
Belmont, CA



NPDES TAC Meeting

Location:

The Lodge (In twin pines Park near City Hall)

30 Twin Pines Lane

Belmont, CA 94002

Driving SOUTH on HWY 101

Take the Ralston Ave exit toward Belmont

Turn Right onto Ralston Ave

Turn Left onto Twin Pines Lane (after Sixth Ave)

30 Twin Pines Lane is on the Right

The Lodge is the building on the far right (next to Parks and Recreation office)

Driving North on HWY 101

Take the Ralston Ave exit toward Belmont

Turn Left onto Ralston Ave

Turn Left onto Twin Pines Lane (after Sixth Ave)

30 Twin Pines Lane is on the Right

The Lodge is the building on the far right (next to Parks and Recreation office)

Driving SOUTH or NORTH on HWY 280

Exit Hwy 92 East toward San Mateo

Take the Ralston Ave exit (Exit 9A)

Turn left onto Ralston Ave

Turn Right onto Twin Pines Lane

30 Twin Pines Lane is on the Right

The Lodge is the building on the far right (next to Parks and Recreation office)

NPDES TAC and Subcommittee Meeting Locations:

- New Development – 1:30 to 3:30 pm, first Tuesday of every other month: next meeting will be **February 2 @ Redwood Shores Library in Redwood City.**
- Public Information/Participation – 10:00 am – noon, second Tuesday of every other month: next meeting will be **March 9 @ San Mateo County Environmental Health, 2000 Alameda de las Pulgas, San Mateo, Atrium Room.**
- Technical Advisory Committee – 10:00 am to noon, third Tuesday of each month, location varies.
- Municipal Maintenance – Noon to 1:00 pm (\$10:00 lunch), fourth Wednesday quarterly: next meeting will be on **January 27 @ the Belmont Sports Complex, 550 Island Parkway, Belmont. This is a new location.**
- Parks Maintenance and Integrated Pest Management Work Group – 1:30 to 3:00 pm, fourth Tuesday approximately quarterly at San Mateo City Hall, 330 West 20th Avenue. Next meeting will be the annual training workshop on **February 25, 11:00 am to 3:00 pm @ Mission Blue Center, Brisbane.**
- Commercial/Industrial/Illicit Discharge Control – 1:00 to 2:30 pm, usually third Thursday of every other month: next meeting will be on **second Thursday, February 18 @ Millbrae Community Center Conference Room, 477 Lincoln Circle.**
- Watershed and Monitoring – 10:00 am to noon, second Thursday of month, approximately every quarter: **future meetings are being postponed until the BASMAA Monitoring Committee (meets first Wednesday each month) and Countywide Program's MRP Work Group address policy level issues** for planning compliance with the monitoring and PCBs/mercury MRP requirements.

Yellow highlight denotes recent change.

FY 2009/10 Proposed Additional High Priority Tasks To Achieve MRP Compliance

MRP Provision	MRP Requirement	Countywide Program Tasks	MRP Task Due Date	EOA Cost Estimate
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.	5/1/11	\$29,000
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.	12/1/10	\$8,000
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.	5/1/11	\$7,000
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.	12/1/10	\$5,000
C.10.a Short-Term Trash Load Reduction	ii. Each permittee, working collaboratively or individually, shall determine the baseline trash load from its MS4 to establish the basis for trash load reductions and submit the determined load level to the Water Board by February 2012 along with documentation of methodology used to determine the load level. The submittal will include the total baseline trash load level for each Permittee.	Countywide Program assists municipalities by helping to develop one or more trash baseline load methods. This work is anticipated to be done in conjunction with at least one other countywide program.	February 1, 2011 progress report. Baseline load level by February 1, 2012	\$20,000
C.10.a Short-Term Trash Load Reduction	iii. Minimum Full Trash Capture - install and maintain a mandatory minimum number of full trash capture devices to treat runoff from an area equivalent to 30% of the retail/wholesale land area that drains to MS4 within permittees' jurisdictions.	Countywide Program assists agencies to implement. This will include assisting agencies to understand and participate in the San Francisco Estuary Partnership's trash control device grant program.	7/1/14	\$10,000

FY 2009/10 Proposed Additional High Priority Tasks To Achieve MRP Compliance

MRP Provision	MRP Requirement	Countywide Program Tasks	MRP Task Due Date	EOA Cost Estimate
C.10.b Trash Hot Spot Selection and Cleanup	ii. Hot Spot Selection. Method of determining number of hot spots is described and number is given in MRP's Attachment J. Permittees shall each submit with photo documentation an initial assessment of the basis of the selected Trash Hot Spots to the Water Board.	Countywide Program provides guidance on the selection of hotspots and how to perform and document initial assessment results.	Submit selected hotspots/data 7/1/10	\$20,000
C.12.a Implement Project throughout Region to Incorporate PCBs and PCB-Containing Equipment Identification into Existing Industrial Inspections	i. The Permittees shall develop training materials and train municipal industrial building inspectors to identify, in the course of their existing inspections, PCBs or PCB-containing equipment. The Permittees shall incorporate such PCB identification into industrial inspection programs.	Participate in regional project to develop training materials.	12/1/10	\$10,500

Total Estimated Costs: \$109,500

DRAFT New Development Subcommittee Report

Meeting Date: December 1, 2009

Present: Gilbert Yau, Belmont; Matt Fabry and John Swiecki, Brisbane; Kiley Kinnon, Burlingame; Muneer Ahmed, Colma; Jeannie Naughton, Daly City; Laura Prickett, EOA; Sean Gallegos, Half Moon Bay; Shaun Mao, Menlo Park; Florian Ebo, Millbrae; Leslie Lambert, Portola Valley; Paul Willis, Redwood City; Laura Russell, San Bruno; Gavin Moynahan, San Carlos; Ken Pacini, City of San Mateo; Camille Leung, San Mateo County; Daniel Fulford, South San Francisco

Subcommittee Actions:

1. Approved summary of October 6 Subcommittee meeting.

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

Other Information/Announcements:

1. **The Bay Area Stormwater Management Agencies Association (BASMAA)**'s Development Committee will work regionally on specific Municipal Regional Stormwater Permit (MRP) tasks. Matt Fabry, Laura Prickett, Jeannie Naughton, and Lizzy Claycomb (Pacifica) will participate.
2. **Urban Greening Planning Grants** may become available through the California Strategic Growth Council. Municipalities interested in developing a green streets plan should contact Matt Fabry.
3. **The MRP** was adopted on October 14 and goes into effect December 1, 2009. The Subcommittee reviewed the Draft Implementation Plan of MRP tasks for the New Development Subcommittee.
4. **Draft Notice to Project Applicants** describing MRP low impact development (LID) requirements that go into effect December 1, 2011, was reviewed.
5. **Draft Update of the Impervious Surface Form** was reviewed (updated for MRP consistency).
6. **Draft Update of the Construction Site Inspection Form** was reviewed (updated per MRP).
7. **Draft Construction Site Inspection Tracking Spreadsheet**, for meeting construction site inspection results tracking requirements in MRP Provision C.6.e.ii.4, was reviewed.
8. **Draft Update of the Hydromodification Management (HM) Applicability Form** was reviewed. (updated for MRP consistency).
9. **Draft Update of the NPDES Checklist**, which municipalities use to identify a wide range of stormwater requirements for development projects, was reviewed (updated for MRP consistency).
10. **Draft Model Resolution Supporting Green Streets** reviewed at the October meeting will be provided to C/CAG for review.
11. **The Site Design Guidebook** is being updated to add five project descriptions and will be renamed "Guidebook of Low Impact Development Examples."
12. **Round Table Discussion.** The state's Model Water Efficient Landscape Ordinance will be effective January 1, 2010, unless municipalities adopt an equivalent ordinance. The Bay Area Water Supply and Conservation Agency's (BAWSCA) alternative model ordinance was discussed.

Work That Affects Other Subcommittees: None

Next Steps:

- Comments on the following draft documents are due December 15: MRP Implementation Plan, Notice to Project Applicants, Updated Impervious Surface Form, Updated Construction Site Inspection Form, Construction Site Inspections Tracking Spreadsheet, Updated Hydromodification Management Applicability Form, and NPDES Checklist.
- Information on BAWSCA's model ordinance will be emailed to the Subcommittee email list.

Date of Next Meeting: February 2, at the Redwood Shores Library, Redwood City. The meeting will include a site tour of stormwater management features of this green building.

DRAFT CII Subcommittee Report

Meeting Date: December 17, 2009

Subcommittee Action:

- Agreed that the October subcommittee meeting summary was acceptable.
- Agreed that each of the cities that contract with County Environmental Health (County Health) for business inspections needs to receive a comprehensive list of businesses that County Health inspects as a food or hazmat facility. Dermot will prepare this list in January for cities to review. The purpose of the list will be to allow cities to identify any additional businesses that should be inspected either by city or County Health staff to meet the MRP's requirements.
- The draft template for the Enforcement Response Plan (ERP) should include templates for a Notice of Violation and Notice to Comply. Comments on the draft ERP should be submitted to EOA by January 11.

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

Other Information/Announcements:

- **Bay Area Pollution Prevention Group.** At the meeting Tim Potter, CCCSD, gave a presentation titled, "The Bay Area Municipal Regional Stormwater Permit (MRP): An Overview of the Permit and the Potential Impacts to Wastewater." The group is planning in FY 2010/11 to provide training for inspectors about the industrial sources of cyanide and to develop a fact sheet. Cyanide is used in plating and heat treating. There will also be a full day dental training workshop on January 13, 2010.
- **Municipal Regional Stormwater Permit.** The MRP's requirements that affect staff involved with the CII Subcommittee were reviewed. It was agreed that it is important to work regionally on mobile businesses because a lot of mobile businesses are not located within the city where they do work.
- **Inspection Plan Template.** Dermot distributed examples of information for the inspection plan for the 16 municipalities that County Health conducts inspections for. County Health conducts annually inspections of underground tanks. The cities should have input on the priorities for business inspection. If there are businesses that County Health would not typically inspect, the cities should either do the additional inspections themselves or contact County Health to see if they would be able to complete these inspections. Under the template for the Inspection Plan, higher priority businesses would be inspected at least twice during the five-year MRP term and lower priority businesses would be inspected at least once. The businesses that have a higher priority for inspection will include auto shops, restaurants, and any business that previously had a problem. Cities also need to help County Health stay informed about new businesses that have moved into or started up in each city.
- **Enforcement Response Plan.** The draft ERP template included in the agenda packet was discussed. Cities may choose to have an ERP for construction inspections and another ERP for business and illicit discharges. Ward has a Notice of Violation that could be included as an example in the ERP template. Catherine Allin reported that the City of Millbrae has a fee

schedule that sets the costs of unscheduled inspection (\$45) because of a complaint or problem at a business. Some cities also have the option of using administrative citations to help achieve enforcement.

- **TAC Meeting.** Janet Cox from the San Francisco Estuary Partnership presented information at the November TAC meeting about the \$5 million in stimulus funds that are available for municipalities to use to pay for the installation of trash control devices. Cities interested in participating will need to maintain the trash control devices for 25 years.

Subcommittee Work That Affects Other Subcommittees: The ERP affects the new development subcommittee.

Next Steps: Develop and distribute copies of the County Health list of businesses that it typically inspects for the cities that have an agreement with the county to do these inspections. Develop a revised ERP based on comments received.

Next Meeting Date: Subcommittee will meet next on February 18, 2010 at 1:00 pm.