

September 15, 2011

Bruce Wolfe, Executive Officer  
San Francisco Bay Regional Water Quality Control Board  
1515 Clay Street, Suite 1400  
Oakland, CA 94612

Mr. Wolfe:

**SUBJECT: SUBMITTAL OF THE SAN MATEO COUNTYWIDE WATER POLLUTION PREVENTION PROGRAM'S FY 2010/11 ANNUAL REPORT**

The San Mateo Countywide Water Pollution Prevention Program (Countywide Program) is pleased to submit its Fiscal Year 2010/11 Annual Report. This report describes municipal regional stormwater permit (MRP) compliance activities conducted at the regional and countywide levels. This report incorporates by reference the Bay Area Stormwater Management Agencies Association's (BASMAA) Regional Supplements<sup>1</sup> to the annual report for monitoring/POCs and training and outreach. The Countywide Program Portion of the Annual Report FY 2010/11 describes MRP implementation tasks undertaken at the countywide level for the benefit of the Countywide Program's member agencies.

In response to Notices of Violation (NOV) issued to various San Mateo jurisdictions for their 2009/10 annual reports, the Countywide Program has taken several proactive steps to improve reporting for the 2010/11 fiscal year. On July 6, C/CAG sent a memo to all City/County/Town Managers alerting them to the recent NOV's and emphasizing the importance of meeting MRP requirements; this issue was discussed in person with City Managers at their July 15 and August 19 association meetings. The Countywide Program hosted a municipal training session specific to annual reporting on July 20 that was very well attended. Countywide Program staff met individually with several jurisdictions' staffs to assist with NOV responses and review of annual reports. Although many jurisdictions will be uploading their annual reports directly to the Water Board's ftp site this year, the Countywide Program's consultant will upload completed annual report forms on their behalf if so desired. Although Countywide Program staff anticipates better annual reporting for Fiscal Year 2010/11, it will continue working with member agencies in the 2011/12 reporting year to further improve compliance and documentation efforts.

As allowed by the Countywide Program's procedure<sup>2</sup>, I certify under penalty of law that the Countywide Program's Portion of Annual Report FY 2010/11 and BASMAA's Regional Supplements to the annual report were prepared under my direction or supervision in accordance with a system designed to ensure that qualified personnel properly gather and evaluate the information submitted. Based on my enquiry of the person or persons who manage the system, or those directly responsible for gathering the information, the information submitted is, to the

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<sup>1</sup> Regional Pollutants of Concern Report for FY 2010-2011 and Monitoring Status Report for January – June 2011; and MRP Regional Supplement for Training and Outreach: Annual Reporting for FY 2010 – 2011.

<sup>2</sup> Countywide Program Procedure for Certification of NPDES Permit Required Submissions and Notification of Agencies of Receipt of Regional Water Board Communications adopted on August 17, 2010.

best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

The Countywide Program and its 22 member agencies look forward to continuing to work with you on implementation of the municipal regional stormwater permit. If you have any questions or comments, please contact me at (650) 599-1419.

Sincerely,

A handwritten signature in cursive script that reads "Matthew Fabry".

Matthew Fabry  
Program Coordinator

Enclosure: Countywide Program Portion of Annual Report FY 2010/11

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**COUNTYWIDE PROGRAM  
PORTION of  
ANNUAL REPORT  
FY 2010/11**



**SAN MATEO COUNTYWIDE  
Water Pollution  
Prevention Program**  
Clean Water. Healthy Community.  
[www.flowstobay.org](http://www.flowstobay.org)

For the Period of July 2010 through June 2011  
Submitted September 15, 2011

## Credits

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This report is being submitted by the participating agencies in the



Town of Atherton	City of Foster City	City of Redwood City
City of Belmont	City of Half Moon Bay	City of San Bruno
City of Brisbane	Town of Hillsborough	City of San Carlos
City of Burlingame	City of Menlo Park	City of San Mateo
Town of Colma	City of Millbrae	County of San Mateo
City of Daly City	City of Pacifica	San Mateo County
City of East Palo Alto	Town of Portola Valley	Flood Control District
		Town of Woodside

**Implementation of the Program Coordinated by:**  
**San Mateo Countywide Water Pollution Prevention Program**  
**555 County Center**  
**Redwood City, California, 94063**  
**A Program of the City/County Association of Governments**  
**(C/CAG)**

**Report Prepared by:**  
**San Mateo County Environmental Health and**  
**EOA, Inc.**

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## APPENDIX A Municipal Government Maintenance Activities (MRP Provisions C.2 and C.9)

- MRP Provision C.2 Municipal Corporation Yard Inspection Form
- MRP Provision C.2 Stormwater Pump Station Dry Season Dissolved Oxygen Monitoring & Inspection Form
- Sources of Stormwater BMP Information for Maintenance Activities Listed in MRP's Provision C.2
- Attendance List for FY 2010/11 Parks Maintenance and Integrated Pest Management Work Group Meetings
- MRP Provision C.9 2011 Parks Maintenance and Integrated Pest Management Workshop
  - Agenda
  - Attendance list
  - Summary of workshop evaluations
- MRP Provision C.9 Updated Model Integrated Pest Management Policy
- MRP Provision C.9 Example city council report and resolution
- Attendance List for FY2010/11 Trash Work Group Meetings

## APPENDIX B New Development and Construction Controls (MRP Provisions C.3 and C.6)

- Attendance List for FY 2010/11 New Development Subcommittee
- MRP Provision C.3 Stormwater Technical Guidance
- Municipal Staff Briefing: Operation and Maintenance Verification Inspection Requirements for Stormwater Treatment Measures and Hydromodification Management Controls
  - Announcement flyer
  - Attendance list
- MRP Provisions C.3 and C.6 Development Review Checklist: Stormwater Controls for Development Projects
- Template for Operation and Maintenance Verification Inspection Plan
- Submittal letter to RWQCB for the MRP Provision C.3 Feasibility/Infeasibility Criteria Report, including Copy of Report Cover
- Submittal letter to RWQCB for the MRP Provision C.3 Model Bioretention Soil Media Specifications Technical Memorandum, including Copy of Report Cover
- Submittal letter to RWQCB for the MRP Provision C.3 Green Roof Minimum Specifications, including Copy of Report Cover
- Submittal letter to RWQCB for the MRP Provision C.3 Special Projects Proposal/LID Treatment Reduction Credits, including Copy of Report Cover
- Model Wet Season Notification Letter per Provision C.6.e.ii(1)
- MRP Provision C.6 Construction Site Inspection Report Form
- MRP Provision C.6 Stormwater Training for Construction Site Controls: Qualified SWPPP Practitioner and Developers (QSP/QSD)
  - Announcement flyer
  - Registration form
  - Agenda
  - Attendance list
  - Summary of training evaluations

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- Attendance List for FY 2010/11 CII Subcommittee Meetings
- Guidance on Annual Process for Identifying Businesses and Facilities Needing Stormwater Inspections
- Guidance to Stormwater Inspectors on Meeting MRP’s Provision C.4 Annual Training Requirements as Self-Training in FY 2010/11
- Stormwater Inspector Training Documentation Record
- Summary of PCBs Regulatory Training

### APPENDIX D Public Information and Participation (MRP Provision C.7)

- PIO Subcommittee Attendance Record – FY 2009/10
- PIO Subcommittee Attendance Record – FY2010/11
- Press release “Public Invited to Participate in 2010 California Coastal Cleanup Day Events”
- Press release “Community Action Grants Available to Enhance and Protect Water Quality”
- Car wash discount card
- Summer/ Fall 2010 Pollution Prevention Post newsletter
- Spring 2011 Pollution Prevention Post newsletter
- Community Action Grant announcement postcard
- Banana Slug String Band school assembly flyer
- Rock Steady Science presentation flyer

FY 2011-2011 Annual Report forms completed by the Countywide Program’s member agencies are located in one electronic file delivered to the San Francisco Bay Regional Water Quality Control Board.

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## LIST OF ACRONYMS

BAMBI:	Bay Area Macroinvertebrate Bioassessment Information Network
BASMAA:	Bay Area Stormwater Management Agencies Association
BASMAA MPC:	Bay Area Stormwater Management Agencies Association Monitoring and Pollutants of Concern Committee
BASMAA RMC:	Bay Area Stormwater Management Agencies Association Regional Marketing Coalition
BMPs:	Best Management Practices
CEP:	Clean Estuary Partnership
CEQA:	California Environmental Quality Act
C/CAG:	City/County Association of Governments of San Mateo County
CII:	Commercial/Industrial/Illicit (Subcommittee)
CIPs:	Capital Improvement Projects
COAs:	Conditions of Approval
HM:	Hydromodification Management
IPM:	Integrated Pest Management
LID:	Low Impact Development
MRP:	Municipal Regional Stormwater Permit
NDS:	New Development Subcommittee
NPDES:	National Pollutant Discharge Elimination System
PBDEs:	Polybrominated Diphenyl Ethers
PCBs:	Polychlorinated Biphenyls
PIP:	Public Information and Participation
POP:	Point of Purchase (PIP campaign)
POTW:	Publicly-Owned Treatment Works (sewage treatment plants)
QAPP:	Quality Assurance Project Plan
RMP:	Regional Monitoring Program

## LIST OF ACRONYMS (cont.)

SAP:	Sampling and Analysis Plan
SMCWPPP:	San Mateo Countywide Water Pollution Prevention Program
SOP:	Standard Operating Procedure
SWMP:	Stormwater Management Plan
SWPPP:	Stormwater Pollution Prevention Plan
TAC:	Technical Advisory Committee
TMDL:	Total Maximum Daily Load

# 1 EXECUTIVE SUMMARY

## INTRODUCTION

This report summarizes the San Mateo Countywide Water Pollution Prevention Program's (Countywide Program) stormwater pollution prevention and control activities in FY 2010/11. This report was developed to comply with the municipal regional stormwater permit (MRP) adopted in October 2009.

This report summarizes progress in implementing the MRP through the following five major components of the Countywide Program:

- Municipal Government Maintenance Activities
- New Development and Construction Controls
- Industrial and Illicit Discharge Control
- Public Information and Participation
- Watershed Assessment and Monitoring



Information summarized in this report originated from work completed by the Countywide Program and Bay Area Stormwater Management Agencies Association (BASMAA).

The NPDES Program Coordinator, County Environmental Health or consultants conduct Countywide Program activities for the benefit of all municipalities. Copies of Countywide Program materials are contained in Appendices A-D, including workshop training materials, summaries from reports, and BMP educational outreach materials.

The organizational structure of the Countywide Program is depicted in Figure 1-1. The City/County Association of Governments (C/CAG) of San Mateo County, comprised of local elected city council representatives from each municipality, a member of the County Board of Supervisors, and representatives from the transit district and transportation authority, is the administrative and policy making body for the Countywide Program. C/CAG is a joint powers authority for issues of regional importance to San Mateo County jurisdictions. A 1993 amendment to the Joint Powers Authority Agreement made C/CAG responsible for assisting the municipalities to comply with the municipal regional stormwater National Pollutant Discharge Elimination System permit including its latest incarnation as the MRP.

C/CAG's decisions are assisted by a Technical Advisory Committee (TAC), which is comprised of municipal representatives with a variety of backgrounds including engineering, planning,

environmental health, wastewater treatment, and public works administration. The TAC has established various subcommittees and work groups to help implement the different aspects of the MRP.

The TAC met nine times in FY 2010/11 to assist with planning and organizing the Countywide Program's MRP compliance activities. Table 1-1 summarizes attendance at the TAC meetings held during FY 2010/11.

## SUMMARY OF PROGRESS IN EACH PLAN COMPONENT

A summary of FY 2010/11 major accomplishments is described below, along with a discussion of the goals of each component.

### **Municipal Government Maintenance Activities**

The MRP includes the following three maintenance-related Provisions that are implemented with the assistance and participation of the subcommittee/work groups listed below:

- Provision C.2 Municipal Operations is coordinated through the Countywide Program's Municipal Maintenance Subcommittee
- Provision C.9 Pesticides Toxicity Control is led by the Countywide Program's Parks Maintenance and Integrated Pest Management Work Group
- Provision C.10 Trash Load Reductions has been assigned to the Countywide Program's Trash Work Group

Major accomplishments during FY 2010/11 include the following:

- Created a table summarizing sources of stormwater BMP information for maintenance activities based on Caltrans' Storm Water Quality Handbook Maintenance Staff Guidance 2003 and CASQA's Stormwater BMP Handbook Municipal 2003.
- Developed a Stormwater Pump Station Form for reporting the results of dry season dissolved oxygen (DO) monitoring and pump station inspections.
- Prepared a Municipal Corporation Yard Inspection Form that incorporates lists of BMPs described in the Countywide Program's template for "Site Specific Stormwater Pollution Prevention Plan for Corporation Yard/Maintenance Facility."
- Collaborated with the San Mateo County Agriculture/Weights & Measures staff to sponsor the Countywide Program's annual IPM Training Workshop in February 2011.
- Updated the Countywide Program's Integrated Pest Management Policy to add more specificity and to clarify that the use of IPM is not optional, but required by the MRP.
- Prepared an example City Council report and resolution for use by agencies adopting the updated version of the IPM Policy.

## **New Development and Construction Controls**

The Countywide Program's New Development Subcommittee assists the member agencies in complying with the MRP's Provisions C.3 (New Development and Redevelopment) and C.6 (Construction Site Inspections). In FY 2010/11, this assistance included the preparation of guidance and model documents, as well as regional coordination and training to help the municipalities begin implementing the MRP and prepare for the December 1, 2011, implementation of low impact development (LID) requirements. Projects regulated by Provision C.3 will need to treat stormwater by using evapotranspiration, infiltration, and/or rainwater harvesting and reuse. Where this is infeasible, biotreatment measures may be used.

The Countywide Program's primary accomplishments related to new development and construction controls during the past fiscal year included:

- Identified potential pilot green street projects, per MRP Provision C.3.b.iii.
- Updated the Program's C.3 Technical Guidance to prepare for the December 1, 2011, implementation of new requirements in Provision C.3.b and C.3.c.
- Facilitated member agency participation in a multi-county training session on the Bay Area Hydrology Model, per Provision C.3.g.
- Held a training session on operation and maintenance verification inspection requirements, per Provision C.3.h.
- Prepared model documents to assist the member agencies in complying with Provision C.3.
- Participated in regional projects through BASMAA to prepare for implementing MRP requirements that will go into effect in 2011.
- Prepared a model letter for agencies' use in reminding construction site developers and/or owners to prepare for the wet season.
- Updated the Countywide Program's construction site inspection checklist.
- Partnered with the California Building Inspectors Group (CalBIG) to offer training on the requirements of Provision C.6 on March 17, 2010.
- Collaborated with the Silicon Valley Chapter of the American Public Works Association (APWA) to provide Qualified SWPPP Developer/Qualified SWPPP Practitioner (QSD/QSP) training per the new statewide Construction General Permit, and to assist agencies in meeting the Provision C.6.f staff training requirements.

## **Industrial and Illicit Discharge Controls**

The MRP includes the following three business inspection and illicit discharge control-related Provisions and, in addition, portions of two other pollutants of concern related MRP Provisions are implemented with assistance from the Commercial, Industrial & Illicit Discharge Control (CII) Subcommittee.

- Provision C.4 Industrial and Commercial Site Controls
- Provision C.5 Illicit Discharge Detection and Elimination

- Provision C.12.a PCBs Controls to incorporate PCBs and PCB-containing equipment identification into existing industrial inspections
- Provision C.13.d Industrial sources of copper
- Provision C.15 Exempted and Conditionally Exempted Discharges

Major accomplishments in FY 2010/11 included the following:

- Completed a memorandum that provides “Guidance on Annual Process for Identifying Businesses and Facilities Needing Stormwater Inspections.”
- Created “Guidance to Stormwater Inspectors on Meeting MRP’s Annual Training Requirements (Provision C.4.d) as Self-Training in FY 2010/11.”
- Prepared a “Stormwater Inspector Training Documentation Record (Provision C.4.d)” for use by business inspectors to document the annual training completed in FY 2010/11.
- Commented on the updated version of the agreement between cities and County Environmental Health to conduct hazmat and retail food facility stormwater inspections.
- Updated the stormwater inspection reporting form and commented on County Environmental Health’s new form that documents a return to compliance.
- Participated with Water Board staff and other BASMAA member agencies in an ad hoc work group meeting to better understand the Water Board staff’s business inspection information needs and to improve the annual report template.

## **Public Information and Participation**

The primary goals of the Countywide Program’s Public Information and Participation (PIO) component are:

- To educate the public about the causes of stormwater pollution and its serious effects on the quality of local creeks, lagoons, shorelines, and neighborhoods;
- To encourage residents to adopt less polluting and more environmentally beneficial practices; and
- To increase residents’ hands-on involvement in the Countywide Program activities.

PIO is essential for controlling pollution at the source because most pollutants originate from preventable, everyday activities. Pollutants in stormwater may be reduced by educating residents about the benefits of preventing stormwater pollution and motivating them to do their share to reduce pollution.

This approach is recognized as being both cost-effective and efficient in meeting the goal of reducing pollutants in stormwater to the maximum extent practicable.

This section describes the Countywide Program’s PIO accomplishments and assesses the effectiveness of the PIO activities completed in 2010-11. Mike McElligot of Foster City served as the chairperson this year for the PIO subcommittee.

## SUMMARY OF ACCOMPLISHMENTS

The PIO Subcommittee met six times in FY 2010-11 to oversee the development of educational materials and to guide the implementation of the PIO component.

Major public information and participation accomplishments in FY 2010-11 included the following:

- Increased local media attention with local newspapers writing articles about two successful Countywide Program projects: the car wash outreach campaign, and the coordination of California Coastal Cleanup Day.
- Continued to maintain the [www.flowstobay.org](http://www.flowstobay.org) website, with an increase in the number of subscribers to the following pages: Community Events, Resources for Teachers and Schools, New Information, Community Action Grant, Litter Reduction and Coastal Cleanup Day, Newsletter, Less Toxic Pest Control, Press Room, and Green Streets and Parking Lots.
- Developed a car wash campaign that involved establishing a partnership with 11 car washes located throughout the county to offer discounts to encourage residents to wash cars at commercial car washing facilities. Developed and distributed over 4,000 discount car wash cards through municipal channels and outreach events. Developed a webpage detailing the discount program, and provided a point of contact to the public for the purpose of learning about the program and obtaining the discount card. Purchased advertising space during the spring season on San Mateo County busses in order to promote proper car washing. Continued to educate the residents who choose to wash their cars at home to use minimal soap when washing cars and to divert the runoff to landscaped areas.
- Worked with the Commercial/Industrial/Illicit Discharge (CII) Subcommittee to develop car wash best management practices outreach materials for businesses.
- Continued to coordinate the California Coastal Cleanup Day for San Mateo County diverting 42,331 lbs of litter from waterways. 4,296 residents volunteered, a nearly 2% increase from last year. Since the Countywide Program started coordinating the program in 2006, there has been an overall over four-fold increase in volunteers.
- Hosted an educational booth at the 2-day Maker Faire with an emphasis on less toxic home cleaning options.
- Updated the online “Resource Guide of Groups and Organizations in San Mateo County with Watershed Stewardship Efforts” featuring local groups and organizations providing volunteer opportunities for residents. Added a new group, “Watershed Discovery Foundation,” to the guide.
- Awarded \$15,000 to six organizations through the Community Action Grant program.
- Sponsored an educational assembly program for elementary-age students entitled “We All Live Downstream,” performed by the Banana Slug String Band. The program emphasized the importance of not littering or dumping substances into the storm drain in order to protect the marine environment.

- Sponsored a high school educational program entitled “Water Pollution Prevention and Your Car,” presented by Rock Steady Science. The program emphasizes proper car maintenance, including motor oil recycling and proper car washing, as well as watershed education and the “Green Streets and Parking Lots” urban runoff management approach to civil engineering.
- Continued to participate in the region-wide integrated pest management “Our Water Our World” campaign by working with local retail stores to maintain point of purchase information on less toxic pest control.
- Partnered with Redwood City Water Resource Management Program, the Bay Area Gardeners Association, and Bay Area Water Supply and Conservation Agency (BAWSCA) to train 35 landscapers to be Certified Peninsula Green Gardeners.

### **Watershed Assessment and Monitoring**

During FY 2010/11, the Countywide Program's Watershed Assessment and Monitoring (WAM) component focused on assisting the Countywide Program's Permittees achieve compliance with permit provisions related to water quality monitoring (Provision C.8) and certain water quality pollutants of concern (Provisions C.11, C.12 and C.14). WAM component accomplishments during FY 2010/11 are summarized below.

- The WAM component conducted much of its work through participation in BASMAA's regional efforts. This was facilitated by Countywide Program staff's participation in the monthly meetings and other activities of the BASMAA Monitoring and Pollutants of Concern Committee (BASMAA MPC). The BASMAA MPC focused much of its efforts on developing regional project work plans, including scopes of work, schedules, and budgets, and implementing the regional projects.
- The BASMAA MPC developed a document entitled *Regional Pollutants of Concern Report for FY 2010-2011 and Monitoring Status Report for January-June 2011* (hereafter referred to as the Regional Supplement) for submittal with this annual report that describes the status and results of the various BASMAA regional projects that the committee developed and implemented during FY 2010/11.
- MRP Provision C.8 requires a number of activities related to monitoring water quality in stormwater runoff receiving waters. All activities related to compliance with Provision C.8 are being coordinated through a monitoring collaborative among the Countywide Program and other Bay Area stormwater programs referred to as the BASMAA Regional Monitoring Coalition (BASMAA RMC). During FY 2010/11, the Countywide Program supported the RMC via its continued participation in all activities of the BASMAA MPC and a work group of this committee referred to as the BASMAA RMC work group. This included participation by Countywide Program staff in monthly meetings of the BASMAA MPC and BASMAA RMC work group.
- Field monitoring required by MRP Provision C.8 will commence during the FY 2011/12 wet weather season. Various regional projects to prepare for the fieldwork were conducted during FY 2010/11, including continued refinement of a multi-year BASMAA RMC work plan. The BASMAA RMC is also developing data management systems, Sampling and Analysis Plans (SAPs), Quality Assurance Project Plans (QAPPs) and Standard Operating Procedures (SOPs). The Regional Supplement contains further details about these projects and their status.



- Countywide Program staff continued to participate in selected committees and work groups of the San Francisco Estuary Regional Monitoring Program (RMP) in support of BASMAA agency interests.
- MRP Provisions C.11 and C.12 implement stormwater runoff-related actions required by the mercury and PCBs Total Maximum Daily Load (TMDL) water quality restoration programs. During FY 2010/11, Countywide Program staff participated in a number of BASMAA regional projects that address mercury and PCBs in stormwater runoff, including the EPA grant-funded project entitled Clean Watersheds for a Clean Bay (CW4CB), the BASMAA Stormwater Diversion to POTW project, and the PCBs in Caulk project, which is funded by the federal stimulus program (American Recovery and Reinvestment Act). This included participation by Countywide Program staff in several periodic meetings including the BASMAA MPC, the CW4CB Project Management Team, the CW4CB Sediment Management work group, the CW4CB retrofitting program work group, the BASMAA Stormwater Diversion to POTW oversight committee, and teleconferences and a stakeholder meeting for the PCBs in Caulk project. The Regional Supplement contains further details about these projects and their status.
- MRP Provision C.14 requires San Mateo County and other Bay Area MRP Permittees to work collaboratively to begin identifying, assessing, and managing controllable sources of the following lower priority pollutants that have been found in stormwater runoff: polybrominated diphenyl ethers (PBDEs), legacy pesticides, and selenium. During FY 2010/11, Countywide Program staff participated in a BASMAA regional project that addresses this provision. The Regional Supplement contains further details about this project and its status.
- During FY 2011/12, the WAM component will continue to focus on assisting Countywide Program Permittees to comply with MRP Provisions C.8, C.11, C.12, and C.14. This will include working with the BASMAA RMC to continue refining its multi-year work plan and participating in BASMAA regional projects related to water quality monitoring, including field monitoring activities that are commencing during the FY 2011/12 wet weather season (see the Regional Supplement for further details). The WAM component will also continue to facilitate the Countywide Program's participation in BASMAA regional projects that focus on pollutants of concern, including Clean Watersheds for a Clean Bay, PCBs in Caulk, and a number of other projects described in the Regional Supplement.

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## 2

# MUNICIPAL MAINTENANCE ACTIVITIES

## INTRODUCTION and SUMMARY

The MRP includes the following three maintenance-related Provisions that are implemented with the assistance and participation of the subcommittee/work groups listed below:

- Provision C.2 Municipal Operations is coordinated through the Countywide Program’s Municipal Maintenance Subcommittee
- Provision C.9 Pesticides Toxicity Control is led by the Countywide Program’s Parks Maintenance and Integrated Pest Management Work Group
- Provision C.10 Trash Load Reductions has been assigned to the Countywide Program’s Trash Work Group

Most MRP-required maintenance tasks need to be implemented by each of the Countywide Program’s member agencies. The Countywide Program helps municipal staff to understand the MRP’s requirements, and it develops various tools, such as templates, reporting forms, and other materials, needed to effectively plan, implement, and report on completed compliance activities.

During this reporting period the following materials were completed with input and assistance provided by the Municipal Maintenance Subcommittee, the Parks Maintenance and IPM work group, or the Trash Work Group:

- Created a table summarizing sources of stormwater BMP information for maintenance activities based on Caltrans’ Storm Water Quality Handbook Maintenance Staff Guidance 2003 and CASQA’s Stormwater BMP Handbook Municipal 2003.
- Developed a Stormwater Pump Station Form for reporting the results of dry season dissolved oxygen (DO) monitoring and pump station inspections.
- Prepared a Municipal Corporation Yard Inspection Form that incorporates lists of BMPs described in the Countywide Program’s template for “Site Specific Stormwater Pollution Prevention Plan for Corporation Yard/Maintenance Facility.”
- Collaborated with the San Mateo County Agriculture/Weights & Measures staff to sponsor the Countywide Program’s annual IPM Training Workshop in February 2011.
- Updated the Countywide Program’s Integrated Pest Management Policy to add more specificity and to clarify that the use of IPM is not optional, but required by the MRP.
- Prepared an example City Council report and resolution for use by agencies adopting the updated version of the IPM Policy.

More detailed information about the Countywide Program's assistance in helping its member agencies to comply with the MRP's requirements is contained in the following sections.

## IMPLEMENTATION OF MRP'S PROVISIONS

### Provision C.2 Municipal Operations

The Municipal Maintenance Subcommittee met four times during FY 2010/11, and it worked on the following products to assist the Countywide Program's member agencies to achieve MRP compliance:

- Created a table summarizing sources of stormwater BMP information for maintenance activities contained in Caltrans' Storm Water Quality Handbook Maintenance Staff Guidance 2003 and CASQA's Stormwater BMP Handbook Municipal 2003. This table of BMP source information was discussed at Municipal Maintenance Subcommittee meetings and the table included BMPs information for the following maintenance activities:
  - ❖ Street and road repair maintenance activities
  - ❖ Sidewalk/plaza maintenance and pavement washing
  - ❖ Graffiti removal
  - ❖ Corporation yards for commonly occurring activities
- Developed a Stormwater Pump Station Form for reporting the results of dry season dissolved oxygen (DO) monitoring and pump station inspections. The form is intended for use by the agencies that own or operate stormwater pump stations and need to comply with the MRP's Provision C.2.d.
- Developed a municipal corporation yard inspection form designed to be used in conjunction with the Countywide Program's template for "Site Specific Stormwater Pollution Prevention Plan for Corporation Yard/Maintenance Facility."

### **Participation and Coordination with the Municipal Maintenance Subcommittee**

The Municipal Maintenance Subcommittee held its regular meetings to share information about the MRP's maintenance-related requirements and methods for achieving compliance.

The city of Belmont's Tim Murray chaired the subcommittee through December 2010 and Bill Butler/Steve Tyler from the town of Atherton have chaired the subcommittee since January 2011.

### **Sources of BMP Information for Maintenance Practices**

The Countywide Program prepared "Sources of Stormwater BMP information for Maintenance Activities Listed in MRP's Provision C.2" (Appendix A) in order to assist its member agencies to comply with the following Provision C.2 requirements: Provision C.2.a Street and Road Repair and Maintenance; Provision C.2.b Sidewalk/Plaza Maintenance and Pavement Washing; Provision C.2.c Graffiti Removal; and Provision C.2.f Corporation Yards. The sources of BMP information used are CASQA's Stormwater BMP Handbook Maintenance and Caltrans' Storm Water Quality Handbook Maintenance Staff Guidance. The MRP requires for street and road

repair the use of appropriate BMPs, “such as those described in the California Storm Water Quality Association’s Handbook for Municipal Operations” (Provision C.2.a). In addition, this information was distributed at the Municipal Maintenance Subcommittee’s April meeting, and a copy has been posted on the Countywide Program’s website.

### **Stormwater Pump Station Dissolved Oxygen Monitoring and Inspection Form**

The following twelve agencies in San Mateo County operate storm drain pump stations: cities of Belmont; Burlingame; East Palo Alto; Foster City; Menlo Park; Millbrae; Pacifica; Redwood City; San Carlos; San Mateo, and South San Francisco; and the San Mateo County Flood Control District. During each dry season beginning after July 1 these agencies are required to inspect and collect twice a year DO data from all of their storm drain pump stations. In addition, starting during the fall 2010 these agencies are also required during each wet season to twice a year inspect their pump stations following a one-fourth inch storm event that is preceded by at least two weeks without precipitation.

The Countywide Program developed the “Stormwater Pump Station Form Inspections & Dry Season DO Monitoring” (Appendix A) to assist municipalities to have a systematic and efficient way to collect the MRP required DO monitoring and inspection information. Similar to other Countywide Program products developed, this form was added to Countywide Program’s webpage.

### **Municipal Corporation Yard Inspection Form**

In FY 2009/10 the Countywide Program developed a stormwater pollution prevention plan (SWPPP) template for use by the municipalities in tailoring, updating, or creating SWPPPs for their corporation yards, satellite facilities, and maintenance facilities. In FY 2010/11 the Countywide Program prepared the Municipal Corporation Yard Inspection Form (Appendix A) that lists the types of BMPs recommended in the corporation yard SWPPP template. The municipal corporation yard inspection form was added to the Countywide Program’s webpage for ready access by the Countywide Program’s member agencies.

### **Provision C.9 Pesticides Toxicity Control**

The Countywide Program assists its member agencies to implement Provision C.9 by working with the Parks Maintenance and IPM Work Group. One exception is Provision C.9(h), the public outreach portion of Pesticides Toxicity Control, which is implemented through the Countywide Program’s Public Information and Participation Subcommittee.

During this reporting period the following materials or activities were completed with input and assistance from the Parks Maintenance and IPM Work Group:

- Collaborated with the San Mateo County Agriculture/Weights and Measures staff to sponsor the Countywide Program’s annual IPM Workshop in February 2011.
- Added San Mateo County Agriculture/Weights and Measures contact information to the Countywide Program’s website for reporting suspected improper pesticide usage or disposal that may affect water quality.

- Updated the San Mateo Countywide Water Pollution Prevention Program Model Integrated Pest Management (IPM) Policy.
- Developed an example City Council Report and Resolution for the Countywide Program's member agencies to use in adopting the updated IPM Policy.

#### **Participation and Coordination with the Parks Maintenance and IPM Work Group**

Vern Bessey from the City of San Mateo chaired the work group during FY 2010/11. The municipalities that attended a majority of the work group's three meetings include staff from the Cities of Brisbane, Daly City, Foster City, Pacifica, Redwood City, San Carlos, San Mateo, and unincorporated San Mateo County. Participation on the work group has remained steady during the past few years. In addition to the three work group meeting the work group held a conference call to review and provide feedback on preparation of an updated version of the IPM Policy.

The Work Group obtained an update on the Countywide Program's Green Gardener Pilot Program from Beth Ross, the Environmental Initiatives Manager for the City of Redwood City. The Countywide Program is helping fund this pilot project.

At the May meeting the work group welcomed the Water Board staff's Janet O'Hara to discuss her review of the FY 2009/10 Annual Report submittals for Provision C.9. Ms. O'Hara reported that the Countywide Program's model IPM Policy needed to be updated to comply with the MRP's requirements. The work group meeting was also used to help brainstorm ideas for topics and speakers at the IPM Training Workshop.

#### **Website Contact Information**

In order to assist municipalities to report suspected instances of improper pesticide usage that may affect water quality, the Countywide Program added the County Agriculture/ Weights & Measures contact information to its website. Based on discussions at the Parks Maintenance and IPM Work Group meetings, it is anticipated that municipal staff would rarely encounter instances of suspected improper pesticide usage.

#### **Tenth Annual Integrated Pest Management Workshop**

The Countywide Program's annual IPM workshop was held on February 24, 2011 at the City of Brisbane's Mission Blue Center. Eighty people representing 14 municipalities attended the workshop. The 2011 workshop's attendance was higher than other recent workshops, but it still represents fewer participants and cities compared to the workshops held in 2007 (91 attendees from 18 municipalities) and 2006 (94 attendees from 20 municipalities).

The evaluations completed by the workshop's attendees indicated that the workshop met their expectations. A lot of positive comments were offered about the workshop. Appendix A contains a copy of the workshop agenda, attendance list, and a summary of the completed evaluation forms.

**Completion of Updated Version of San Mateo Countywide Water Pollution Prevention Program Model Integrated Pest Management (IPM) Policy**

Based on feedback received from the Water Board staff, the Parks Maintenance and IPM Work Group prepared an updated version of its IPM Policy (Appendix A). The updated IPM Policy clarifies that the use of IPM is a requirement. In addition, the updated IPM Policy describes the hierarchical decision-making process and multi-step approach that will be used to control pests. This lack of specificity was one of the deficiencies the Water Board noted with the 2003 version of the IPM Policy. The updated IPM Policy incorporated input from the San Mateo County Agricultural Commissioner and Water Board staff.

**Example City Council Report and Resolution for Adoption of the Updated IPM Policy**

The Countywide Program prepared an example city council report and resolution for adoption of the updated IPM Policy (Appendix A) in order to simplify each of the member agencies efforts to adopt the updated IPM Policy by its elected officials. The example city council report contains the following sections: recommendation, background, discussion, and fiscal impact. Each of the Countywide Program’s member agencies are being encouraged to adopt the updated IPM Policy before the end of 2011.

**Provision C.10 Trash Load Reduction**

The Countywide Program has a Trash Work Group to assist municipalities to comply with the MRP’s requirement to implement additional trash controls. The MRP’s requirements include identifying and cleaning up trash hot spots; in most cities installing and maintaining full trash capture devices to treat runoff from a specified amount of acreage; and reducing trash loads from the municipal separate storm sewer system 40% by July 1, 2014; 70% by July 1, 2017; and 100% by July 1, 2022.

During this reporting period the following materials or activities were completed with input and assistance from the Trash Work Group:

- Developed a “Spreadsheet to Summarize Costs for Complying with MRP Trash Requirements.”
- Kept the Work Group apprised of the progress of BASMAA’s trash loading study and its development of a trash load reduction tracking method to assist municipalities’ development of their short-term trash load reduction plans.

**Participation and Coordination with the Trash Work Group**

The Trash Work Group is chaired by Kiley Kinnon from Burlingame (Veolia Water NA). Staff from the following member agencies (Appendix A) has attended a majority of the work group’s four meetings: cities of Belmont, Brisbane, Burlingame, Colma, Daly City, Millbrae, Pacifica, San Carlos, South San Francisco, and Woodside; San Mateo County; and the San Mateo County Flood Control District. In addition, Caltrans staff was invited to participate on the work group and has occasionally attended meetings.

Some of the issues the Trash Work Group has provided guidance on include the following:

- The need for assistance with the CEQA compliance aspects of the Countywide Program’s member agencies adoption of plastic bag and polystyrene reduction ordinances.

- Agreed to have the Countywide Program assist the member agencies to prepare their Short-Term Trash Load Reduction Plans that will be due to the Water Board by February 1, 2012.
- Encouraged municipalities to participate in ABAG/San Francisco Estuary Partnership's full trash capture demonstration project, which is funded by a grant from the State Water Resources Control Board as part of the federal American Recovery and Reinvestment Act.

### **Spreadsheet to Track Trash Compliance Costs**

The Trash Work Group discussed the need for each agency to track and document the costs it has incurred and will continue to incur to comply with the trash load reduction requirements. This information is essential to have a basis for making future claims for reimbursement from the state if the unfunded mandate test claim is successful. In order to assist the cities with its record keeping, the Countywide Program developed an optional "Spreadsheet to Summarize Costs for Complying with the MRP's Trash Requirements." It is assumed that municipalities that decide to use the spreadsheet have an existing, primary cost tracking system and the spreadsheet would just be used to summarize information from this existing system.

### **BASMAA's Trash Loading Study and Development of a Trash Load Reduction Tracking Method**

BASMAA is conducting a trash loading study that uses connector pipe screens as full trash capture devices. BASMAA is monitoring the trash loading from specific land uses with a goal of having between 150 and 175 full trash capture collection sites. The Countywide Program funded the installation of 12 connector pipe screens at selected land uses in the city of San Mateo, and during the course of the study it is funding the maintenance of these devices plus one of San Mateo County's collector pipe screens. Some of the connector pipe screens being installed through funding from the ABAG/San Francisco Estuary Partnership's full trash capture demonstration project may be added to the study for under represented land uses.

## **FUTURE ACTIONS**

The Countywide Program activities scheduled for FY 2011/12 include the following:

1. Hold up to four Municipal Maintenance Subcommittee meetings, up to three Parks Maintenance and IPM Work Group meetings, and up to four Trash Work Group meetings to share MRP compliance information and materials.
2. Improve member agencies' staff understanding and provide staff training where needed regarding:
  - a. Adoption and implementation of the updated IPM policy
  - b. Possible revision and implementation of standard operating procedures for pesticide use and IPM
  - c. Annual IPM training workshop sponsored with the County Agriculture/Weights & Measures staff
  - d. Requirements for agency contractors to implement IPM



- e. Continued interface with County Agriculture/Weights & Measures staff to help implement MRP requirements
3. Work with each of the Countywide Program's member municipalities to calculate their trash loading and to create a Short-Term Trash Load Reduction Plan for submittal to the Water Board by February 1, 2012.
4. Continue to work through BASMAA's Municipal Operations Committee to develop estimates of baseline trash loading and methods for assigning trash load reductions to various trash load reduction methods and to finalize the "Trash Load Reduction Tracking Method" report.

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# NEW DEVELOPMENT AND CONSTRUCTION CONTROLS

## INTRODUCTION and SUMMARY

In FY 2010/11 the Countywide Program assisted the member agencies in complying with Provisions C.3 (New Development and Redevelopment) and C.6 (Construction Site Inspections) of the MRP, and preparing for the December 1, 2011, implementation of low impact development (LID) requirements. Projects regulated by Provision C.3 will need to meet stormwater treatment requirements using evapotranspiration, infiltration, and/or rainwater harvesting and reuse. Where this is infeasible, biotreatment measures may be used.

This assistance has been provided through the New Development Subcommittee, which was chaired by Matthew Fabry, the Countywide Program Coordinator and municipal representative of the City of Brisbane. The subcommittee enjoyed good participation. Appendix B contains the subcommittee's attendance sheet for FY 2010/11 with representatives from the following municipalities showing perfect attendance: Belmont, Burlingame, Colma, Daly City, Half Moon Bay, Hillsborough, Menlo Park, San Bruno, and San Carlos. Representatives of Atherton, Brisbane, San Mateo, and South San Francisco attended six of the seven meetings. Through this Subcommittee, the Countywide Program has conducted tasks to implement MRP Provisions C.3 and C.6. This chapter describes the 2010/11 implementation actions, as well as planned future actions.

## IMPLEMENTATION OF MRP'S PROVISIONS

### Provision C.3 New Development and Redevelopment

The Countywide Program's primary accomplishments to implement Provision C.3 during the past fiscal year included:

- Identified potential pilot green street projects, per MRP Provision C.3.b.iii.
- Updated the Program's C.3 Technical Guidance to prepare for the December 1, 2011, implementation of new requirements in Provision C.3.b and C.3.c.
- Facilitated member agency participation in a multi-county training session on the Bay Area Hydrology Model, per Provision C.3.g.
- Held a training session on operation and maintenance verification inspection requirements, per Provision C.3.h.
- Prepared model documents to assist the member agencies in complying with Provision C.3.
- Participated in regional projects through BASMAA to prepare for implementing MRP requirements that will go into effect in 2011.



Figure 3-1. Bransten Road in San Carlos is the location of a potential pilot green street project.



Figure 3-2. Photo simulation of potential green street improvements along Bransten Road.

### Green Streets and Parking Lots

The Sustainable, Green Streets and Parking Lots Program is funded by a countywide vehicle registration fee under Assembly Bill (AB) 1546, which went into effect on July 1, 2005, was subsequently extended through 2012 by Senate Bill (SB) 348. In November 2010, San Mateo County voters approved Measure M, which will provide revenues from a countywide vehicle registration fee that may be used to help fund green streets. The Measure M vehicle registration fee will continue for 25 years.

During FY 2010/11, the Countywide Program began coordinating with the City of San Carlos and BASMAA to identify potential green street projects in the Pulgas Creek pump station watershed within San Carlos, where water quality monitoring has identified elevated PCB levels. The Program partnered with San Carlos to apply for funding of two green streets projects in this watershed, as well as a countywide green streets master plan, under the EPA's San Francisco Bay Water Quality Improvement Fund; however that application was not awarded the grant. The Program is continuing to explore potential opportunities to partner with BASMAA and San Carlos to potentially construct green street improvements in the Pulgas Creek pump station watershed.

### C.3 Technical Guidance Update

The Countywide Program updated its C.3 Technical Guidance to help municipalities prepare to implement the new requirements for Special Land Use Categories (Provision C.3.b) and Low Impact Development (Provision C.3.c), which go into effect on December 1, 2011. The Program voluntarily revised the technical guidance for bioretention areas, to show the underdrain raised six inches above the gravel layer, to promote infiltration to the underlying soils. The title page and table of contents are included in Appendix B.

### Bay Area Hydrology Model Training

The Program coordinated with the Alameda County Clean Water Program, the Santa Clara Urban Runoff Pollution Prevention Program and Clear Creek Solutions, the firm that developed the Bay Area Hydrology Model (BAHM) to offer training sessions on the BAHM on April 27 and 28. A basic session was offered on both mornings, and an advanced session was offered in the afternoons. The training was not sponsored by the Program, although the Program publicized it to the member agencies. Agency staff members who attended the program offered feedback that it would be helpful to have a separate

training session specifically for agency staffs, to focus on how to review BAHM outputs submitted by project applicants during the development review process. This is discussed further in the Future Actions section, below.

#### Operation and Maintenance Verification Inspection Plan Briefing

On October 5, 2010, the Countywide Program held a briefing session on the requirements for the member agencies to implement, by December 1, 2010, an Operation and Maintenance (O&M) Verification Inspection Plan that meets the requirements of Provision C.3.h.ii(6) for inspecting stormwater treatment measures and hydromodification management controls to verify proper operation and maintenance. The announcement of the briefing session and registration list are included in Appendix B.

#### Model Documents

The Countywide Program prepared the model documents, which are described below and included in Appendix B:

- Prepared a new C.3 and C.6 Compliance Checklist to help municipalities implement Provision C.3 and C.6 requirements in development projects and track the implementation of these requirements.
- Prepared an Operation and Maintenance (O&M) Inspection Plan Template, to assist the member agencies in updating their O&M inspection plans, per new requirements in Provision C.3.h.ii.(6). The template was completed in October, to assist agencies in meeting the requirement to begin implementing the new requirements on December 1, 2010.

#### Regional Collaboration

Provision C.3 of the MRP includes a number of upcoming requirements for studies and reports that may be met regionally. Program representatives participated in BASMAA's Development Committee to prepare and submit to the Water Board the following regional reports, to assist the Countywide Program and its member municipalities in meeting specific requirements of Provision C.3. Appendix B includes copies of the submittal letters, report covers, and tables of contents for the documents listed below.

#### *Special Projects Criteria and Procedures*

Countywide Program representatives were active participants in BASMAA's preparation of criteria and procedures for identifying smart growth, high density and transit oriented development projects that will receive reductions in LID requirements, per Provision C.3.e.ii. This report was submitted to the Water Board on December 1, 2010. Following this submittal, Countywide Program representatives continued to participate in a collaborative process with Water Board staff to modify the proposed criteria for inclusion in a Tentative Order that is expected to go before the Water Board in Fall 2011.

#### *Biotreatment Soil Specifications*

Countywide Program representatives participated in developing a project scope, selecting a consultant, and reviewing drafts of proposed soil specifications for biotreatment systems, and guidance for permittees to apply the specifications, per Provision C.3.c.iii(3). This report was prepared by the consulting firm WRA and submitted to the Water Board on December 1, 2010. Following the submittal, Countywide Program representatives actively participated with BASMAA in providing a response to these comments to Water Board staff.

### *Green Roof Specifications*

Countywide Program representatives actively participated in the development of minimum specifications for green roofs to be considered biotreatment systems, per Provision C.3.c.iii(4). These specifications were submitted to the Water Board on April 29, 2011.

### *LID Feasibility/Infeasibility Criteria*

Countywide Program representatives actively participated in developing a project scope, selecting a consultant, and reviewing drafts of criteria and procedures for determining the feasibility and infeasibility of rainwater harvesting and use, evapotranspiration, and infiltration in new and redevelopment projects, per Provision C.3.c.iii(1). The criteria and procedures were submitted to the Water Board on April 29, 2011.

### *Green Streets Pilot Project Reporting*

Countywide Program staff and member agency representatives participated in selecting a consultant and reviewing draft data collection procedures for managing data and reporting on green streets projects that are developed to meet the Provision C.3.b.iii requirements for green street pilot projects. The procedures are being prepared by the consulting firm Geosyntec.

## **Provision C.6 Construction Site Control**

The Countywide Program's primary accomplishments to implement Provision C.6 during the past fiscal year included:

- Prepared a model letter for agencies' use in reminding construction site developers and/or owners to prepare for the wet season.
- Updated the Countywide Program's construction site inspection checklist.
- Partnered with the California Building Inspectors Group (CalBIG) to offer training on the requirements of Provision C.6 on March 17, 2011, to help agencies meet the Provision C.6.f requirements for staff training.
- Collaborated with the Silicon Valley Chapter of the American Public Works Association (APWA) to provide Qualified SWPPP Developer/Qualified SWPPP Practitioner (QSD/QSP) training per the new statewide Construction General Permit, and to assist agencies in meeting the Provision C.6.f staff training requirements.

### Model Wet Season Letter

The Program provided to the member agencies a model letter for their use in reminding construction site developers and/or owners of sites disturbing one acre or more of soil, before September 1, 2010, to prepare for the wet season. This helped agencies meet the Provision C.6.e.ii(1) wet season notification requirement. The model letter is included in Appendix B.

### Construction Site Inspection Checklist

The Program updated the Construction Site Inspection Checklist in response to member agencies' suggestions for improved user-friendliness. The program prepared 150 hard copies of the form, in triplicate, for each of the member agencies, to assist them with construction site stormwater enforcement and compliance with the Provision C.6.e.ii(4) requirements for recording and tracking inspection results. The updated checklist is included in Appendix B.

### Provision C.6 Training

The Program partnered with the California Building Inspectors Group (CalBIG) to offer training on the construction site control requirements in Provision C.6, on March 17, 2011, to assist member agencies with construction site stormwater enforcement, and compliance with the Provision C.6.f requirements for staff training. Approximately 40 people were in attendance.

### QSD/QSP Training Workshop

This three-day workshop was held on April 26-28, 2011, with the first two days co-sponsored by the Countywide Program and APWA, and the third day sponsored by APWA only. Attendees of Days 1 and 2 are qualified to take the State Water Board's QSP exam, and attendees of all three days are qualified to take the QSD exam. Most municipal staff that participated in the workshop attended only Day 1, in order to obtain information on construction BMPs and a general overview of the Construction General Permit requirements. Several municipal staff members attended Days 1 and 2, and are qualified to sit for the QSP exam. Under this general permit, QSP certification is needed to implement a Storm Water Pollution Prevention Plan (SWPPP), and QSD certification is needed to prepare a SWPPP. Most municipalities hire contractors and/or consultants to prepare and implement SWPPPs. The Program hired the consulting firm RBF to provide the training. On Day 1, 31 members of municipal staff members from the member agencies attended, and on Day 2, there were 16 in attendance. The workshop flyer, agenda, sign-in sheet and evaluation summary are included in Appendix B.

## FUTURE ACTIONS

In FY 2010/11, the New Development Subcommittee plans the following activities to implement Provisions C.3 and C.6:

- Collaborate with the Alameda Countywide Clean Water Program and the Santa Clara Valley Urban Runoff Pollution Prevention Program to prepare an LID Feasibility Checklist.
- Update the Program's C.3 Technical Guidance to incorporate the LID feasibility criteria and procedures from the LID Feasibility Report submitted to the Water Board on April 29, 2011.
- Hold a New Development Workshop in Fall 2011, to prepare agency staffs to implement the LID requirements that go into effect on December 1, 2011.
- Update the Program's plan-sheet-size outreach piece regarding construction site BMPs.
- Partner with CalBIG to offer training on construction BMPs to construction site inspectors and building inspectors.
- Prepare an outreach flyer on BMPs for the installation and maintenance of architectural copper.
- Continue to exchange information with the municipalities through bi-monthly NDS meetings, and at the next new development workshop.
- Conduct round table discussions, and/or project review presentations, to assess and/or track effectiveness.

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# 4

## INDUSTRIAL AND ILLICIT DISCHARGE CONTROLS

### INTRODUCTION and SUMMARY

The MRP includes the following three business inspection and illicit discharge control-related Provisions and, in addition, portions of two other pollutants of concern related MRP Provisions are implemented with assistance from the Commercial, Industrial & Illicit Discharge Control (CII) Subcommittee.

- Provision C.4 Industrial and Commercial Site Controls
- Provision C.5 Illicit Discharge Detection and Elimination
- Provision C.12.a PCBs Controls to incorporate PCBs and PCB-containing equipment identification into existing industrial inspections
- Provision C.13.d Industrial sources of copper
- Provision C.15 Exempted and Conditionally Exempted Discharges

The Countywide Program's individual member agencies are responsible for complying with various business inspection requirements and controlling non-stormwater discharges disallowed by the MRP. The Countywide Program's role is to help municipal staff understand the MRP's requirements and to develop various tools, templates, reporting forms, and other MRP compliance support materials.

During this reporting period the following materials were completed with input and assistance from the CII Subcommittee and/or its Training Work Group:

- Completed a memorandum that provides "Guidance on Annual Process for Identifying Businesses and Facilities Needing Stormwater Inspections."
- Created "Guidance to Stormwater Inspectors on Meeting MRP's Annual Training Requirements (Provision C.4.d) as Self-Training in FY 2010/11.
- Prepared a "Stormwater Inspector Training Documentation Record (Provision C.4.d)" for use by business inspectors to document the annual training completed in FY 2010/11.
- Commented on the updated version of the agreement between cities and County Environmental Health to conduct hazmat and retail food facility stormwater inspections.
- Updated the stormwater inspection reporting form and commented on County Environmental Health's new form that documents a return to compliance.

- Participated with Water Board staff and other BASMAA member agencies in an ad hoc work group meeting to better understand the Water Board staff's business inspection information needs and to improve the annual report template.

The following sections provide an overview of the Countywide Program's assistance to its member agencies. Information on the status of the MRP's Provisions C.12.a and C.13.d are combined with Provision C.4 in this report because each contains business inspector training requirements.

## IMPLEMENTATION OF MRP'S PROVISIONS

All of the Countywide Program's assistance with the MRP's Provisions listed above was coordinated through the CII Subcommittee. Ward Donnelly from the City of Daly City continued to chair the CII Subcommittee during FY 2010/11. The municipalities that attended a majority of the subcommittee's four meetings include staff from the cities of Belmont, Brisbane, Burlingame, Colma, Daly City, Millbrae, Pacifica, San Carlos, San Mateo, and South San Francisco, and unincorporated San Mateo County. The number of cities participating in the CII Subcommittee meetings has been increasing.

Dermot Casey from the County of San Mateo Health Services Agency, Environmental Health Services Division (County Environmental Health), represented San Mateo County and some of the cities that have an agreement with County Environmental Health to conduct stormwater inspections of businesses. In addition, a representative from the South Bayside System Authority attended all of the CII Subcommittee meetings. A complete list of subcommittee attendees is contained in Appendix C.

The CII Subcommittee also has a Training Work Group that assists with planning trainings, developing educational outreach materials, and coordinating with the PIP Subcommittee on materials that affect businesses. Coordination and collaboration with the PIP Subcommittee was facilitated by County Environmental Health's Sarah Schrader in 2010 and by Tim Swillinger beginning in 2011. County Environmental Health helps the Countywide Program to staff the PIP Subcommittee. The Training Work Group is comprised of representatives from the cities of Burlingame, Millbrae, and South San Francisco and by San Mateo County unincorporated.

### **Provision C.4 Industrial and Commercial Site Controls, Provision C.12.a PCBs Controls, and Provision C.13.d Copper Controls**

The following materials were completed with input and assistance from the CII Subcommittee and its Training Work Group:

- Developed a guidance memorandum to assist municipalities to comply with the requirement to annually update their Business Inspection Plan inspection list.
- Developed a guidance table to assist stormwater inspectors to comply with the MRP's annual training requirements. A spreadsheet for documenting the training was also completed and added to the Countywide Program's website.
- Prepared a summary of PCBs regulatory information presented at a June workshop by U.S EPA and Water Board staff.

- Commented on the updated version of the agreement between County Environmental Health and cities for County Environmental Health to conduct hazmat and retail food facility stormwater inspections and provided input on updating/creating inspection reporting and return to compliance forms.
- Participated with Water Board staff and other BASMAA member agencies in an ad hoc work group meeting to better understand the Water Board staff's business inspection information needs and to improve the annual report template.

Each of these materials is described further in the following sections.

#### Guidance on Annual Process for Identifying Businesses Needing Stormwater Inspections

The MRP requires the following: "Each Permittee shall annually update and maintain a list of industrial and commercial facilities in the Inspection Plan to inspect that could reasonably be considered to cause or contribute to pollution of stormwater runoff" (Provision C.4.b.ii). Staff from several cities requested that guidance on this topic be prepared.

One of the issues that the guidance (Appendix C) addresses is how to identify businesses and facilities that County Environmental Health does not typically inspect for stormwater because they are neither hazmat facilities nor retail food facilities. A table is included in the guidance which lists the types of non-hazmat and non-retail food businesses/facilities that may have a reasonable potential to contribute pollution to stormwater runoff and therefore merit stormwater inspections.

County Environmental Health staff prepares annually hazmat and retail food business/facility lists to help municipalities it has an agreement with to meet the MRP's business inspection plan requirements. Cities may supplement these lists with additional businesses that they believe merit stormwater inspections. Some cities are interested in having County Environmental Health expand the types of businesses/facilities that it inspects for stormwater in order to avoid the need for cities to supplement County Environmental Health's stormwater inspections. This type of expansion would require a new stormwater inspection fee for some businesses and such a fee may be considered in 2012 with possible implementation starting in July 2012.

#### Guidance on Complying with Annual Training Requirements

One of the requirements of the MRP is for each co-permittee to provide focused training annually for business/facility inspectors. At the Countywide Program level the Training Work Group decided to prepare guidance (Appendix C) on the types and amounts of training that would be appropriate for inspectors that are new to stormwater and for experienced stormwater inspectors. Some of the suggested ways that inspectors can conduct self-paced training include:

- View the DVD from the March 2006 inspector training workshop.
- Study BASMAA's PCBs, mercury, and copper training materials.
- Review the inspection-related training materials from the January 2011 orientation training.
- Study BASMAA's surface cleaner recognition program materials.

- Enroll in Sacramento State's Office of Water Programs online Stormwater BMP Course 614D: Stormwater Best Management Practice (BMP) Handbook: Industrial and Commercial.

The Training Work Group also recommended that a spreadsheet (Appendix C) be prepared that allows permittees' staff to document their training using a spreadsheet that includes places for the types of information required by the MRP. A copy of a workbook that includes a spreadsheet for each municipality to document its training activities was added to the Countywide Program's webpage.

#### PCBs Regulatory Information

In FY 2009/10 BASMAA created pollutants of concern training material focused on PCBs, mercury, and copper. These training materials include "Pollutants of Concern Stormwater Inspectors Guidance Manual;" PowerPoint presentation titled "Inspecting Industrial/Commercial Facilities for Pollutants of Concern;" and an explanatory memorandum dated June 3, 2010 with the subject "POC Commercial/Industrial Inspector Training Material."

The Countywide Program summarized PCBs regulatory information presented to stormwater inspectors as part of ACCWP's annual training workshop in June 2011. A copy of this summary of information (Appendix C) was reviewed and distributed to the CII Subcommittee members at its June meeting. Some of the information gleaned from this training includes the following:

- The federal Toxic Substances Control Act (TSCA) requires that EPA regulate PCBs. This responsibility cannot be delegated to the states for implementation.
- The California Department of Toxic Substances Control (DTSC) regulates PCBs as hazardous waste at greater than 2 ppm, so in California PCBs are regulated both by TSCA and as hazardous waste.
- EPA handles PCBs soil contamination that is 50 ppm or greater and DTSC handles PCBs in soil at concentrations at 2 ppm or greater.
- It is legal to continue using PCBs in capacitors and transformers as long as there are no leaks and the equipment is registered with EPA. Transformers containing more than 500 ppm of PCBs must be registered with EPA.
- Any PCBs found in paint must be removed because this is not an authorized use of PCBs.
- Stormwater inspectors should report immediately to EPA if they find leaking PCBs containing equipment.
- About 75% of the PCBs were used in transformers and large and small capacitors. About 5 to 10% was used as hydraulic oils for equipment that is under a lot of pressure.
- PCBs were also used as plasticizers in marine and swimming pool paints and glues. Some types of caulking also contained PCBs, and this type of caulking would have been more expensive to purchase than regular caulking.
- A stormwater inspector will be more likely to find PCBs in small pieces of equipment than large ones.

### Updated Agreement to Conduct Stormwater Inspections of Businesses and Reporting Forms

Because of the MRP's additional requirements for business inspections, County Environmental Health decided to update its agreement with cities for providing stormwater inspection services. The updated version of the agreement was prepared using suggestions offered by the CII Subcommittee's ad hoc work group. One of the improvements to the agreement is to include a clearer description of County Environmental Health's and the cities' roles and responsibilities for complying with the MRP's business/facility stormwater inspection, enforcement, and recordkeeping requirements.

In order to fulfill its commitments under the updated agreement and to improve compliance with the MRP, County Environmental Health has modified some of its procedures and forms. The Countywide Program's Standard Stormwater Facility Inspection Report Form that hazmat inspectors' use to document stormwater inspection information was modified to better track the MRP's information requirements. A decision was made that if the form's total score for "Potential for Pollutant Discharge" plus "BMP Effectiveness" was 4 or more, enforcement was needed and a follow up inspection would be undertaken.

In addition, County Environmental Health developed a new form titled "Minor Violation – Return to Compliance," which is to be completed by owners of businesses/facilities where minor violations were found during an inspection. The business/facility owner is allowed to correct the minor violation and document the correction by completing and returning the form within five days. This saves the business/owner from having to pay a reinspection fee for County Environmental Health to do a follow up inspection, and this self-reporting is a better use of the inspectors' time. Countywide Program staff and work group members provided County Environmental Health staff with comments on this form.

### **Provision C.5 Illicit Discharge Detection and Elimination**

The following materials were completed or topics discussed with input and assistance from the CII Subcommittee and its Training Work Group:

- Continued support of BASMAA's Surface Cleaner Training and Recognition program.
- Reviewed requirements for discharges of swimming pool, hot tub, spa, and fountain waters.
- Discussed water utility administrative civil liability for planned and unplanned potable water discharges.

### Continued Support of BASMAA's Surface Cleaner Training and Recognition Program

BASMAA's has a long-standing Surface Cleaner Training and Recognition program that focuses on improving the use of BMPs for businesses that clean surfaces, such as sidewalks, plazas, parking areas, and building exteriors. BASMAA uses a regional approach to support surface cleaner businesses online as part of BASMAA's Recognized Surface Cleaners. Cleaners may use BASMAA's website to get trained and recognized for the first time or renew their training and recognition, as required annually. The Countywide Program's member agencies have continued to refer cleaners to BASMAA's website for training and to become recognized surface cleaners.

BASMAA continues to plan for an expansion of its surface cleaner training and recognition program to also include fleet washers and carpet cleaners. Although this expanded element was scheduled for completion in FY 2010/11, it will not be completed until FY 2011/12.

#### Reviewed Requirements for Discharges of Swimming Pool, Hot Tub, Spa, and Fountain Waters

One of the CII Subcommittee's meeting topics included a review of the requirements for discharges of swimming pool, hot tub, spa, and fountain waters. The MRP states that 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 drainage events" (Provision C.15.b.v). One concern expressed is that allowing a hard piped connection to the sanitary sewer could allow too much flow to the sanitary sewer and would result in a loss of regulatory control. Other CII Subcommittee members noted that they require that flow be pumped through a hose to a clean out to minimize the flow and have an air gap.

#### Water Utility Administrative Civil Liability for Planned and Unplanned Potable Water Discharge

The CII Subcommittee discussed an administrative civil liability issued by the Water Board staff to EBMUD for a planned potable water discharge that resulted in a fish kill in an Oakland creek and for an unplanned potable water discharge that resulted from a water main break. The problem that occurred with the planned potable water discharge was that superchlorinated water was discharged to a creek without verifying that the water had been adequately dechlorinated. The CII Subcommittee concluded that a better option for the water utility, which also operates the sanitary sewer, would have been to discharge the flow to the sanitary sewer.

According to the Water Board staff the unplanned discharge caused by the water main break eroded soil that was not addressed by using adequate BMPs. The CII Subcommittee agreed that it would be challenging to control sediment from a large, unplanned pipeline break.

### **Provision C.15 Exempted and Conditionally Exempted Discharges**

The MRP's Provision C.15 Exempted and Conditionally Exempted Discharges has a number of monitoring and reporting requirements for Countywide Program member agencies that are also potable water purveyors. Municipal potable water purveyors in San Mateo County include the following: cities of Brisbane, Burlingame, Daly City, Foster City, Hillsborough, Menlo Park, Millbrae, Redwood City, and San Bruno and San Mateo County. These requirements include documenting, monitoring, notifying, and reporting on various types of planned and unplanned potable water discharges.

Provision C.15 also includes requirements applicable to all of the Countywide Program's member agencies for conducting educational outreach to discourage individual car washing where washwaters discharge directly to the MS4. As described under the Public Information and Participation section of the report, the Countywide Program developed a residential car wash coupon to encourage residents to use commercial car washes.

The Countywide Program also assisted its member agencies to understand and implement the MRP's requirements for minimizing runoff and pollutant loading from excess irrigation. The Parks Maintenance and IPM work group continued to discuss the Department of Water Resources updated model water efficient landscape ordinance.

## FUTURE ACTIONS

The Countywide Program's activities scheduled for FY 2011/12 include the following:

1. Hold a business inspector training workshop that focuses on complying with the MRP's requirements. The training will include a field exercise where inspectors will have an opportunity to hone their inspection skills.
2. Continue to work with County Environmental Health to determine the level of interest from cities and feasibility of expanding the stormwater inspection services that County Environmental Health is able to offer without costs to the cities.
3. Help municipalities to comply with the MRP's proposed requirements for controlling mobile sources as described in the MRP's Provision C.5.d. This is will include reviewing BASMAA's draft training and recognition materials for carpet cleaners and fleet washers. The Countywide Program will support opportunities for furthering the distribution and use of these materials once they have been finalized.
4. Prepare or adapt existing training materials for municipal water utility staff on complying with the MRP's requirements for planned and unplanned potable water discharges and for discharges of swimming pool, hot tub, spa, and fountain waters.
5. Prepare a list of any, proposed additional types of non-stormwater discharges that the CII Subcommittee recommends be forwarded to the Water Board's Executive Officer for approval.

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# 5

## Public Information and Outreach

### INTRODUCTION and SUMMARY

The primary goals of the Countywide Program's Public Information and Outreach (PIO) component are:

- To educate the public about the causes of stormwater pollution and its serious effects on the quality of local creeks, lagoons, shorelines, and neighborhoods;
- To encourage residents to adopt less polluting and more environmentally beneficial practices; and
- To increase residents' hands-on involvement in Countywide Program activities.

PIO is essential for controlling pollution at the source because most pollutants originate from preventable, everyday activities. Pollutants in stormwater may be reduced by educating residents about the benefits of preventing stormwater pollution and motivating them to do their share to reduce pollution.

This approach is recognized as being both cost-effective and efficient in meeting the goal of reducing pollutants in stormwater to the maximum extent practicable.

This section describes the Countywide Program's PIO accomplishments and assesses the effectiveness of the PIO activities completed in 2010-11. Mike McElligot of Foster City served as the chairperson this year for the PIO subcommittee.

### SUMMARY OF ACCOMPLISHMENTS

The PIO Subcommittee met six times in FY 2010-11 to oversee the development of educational materials and to guide the implementation of the PIO component.

The Countywide Program accomplished the following major public information and participation tasks during FY 2010-11:

- Increased local media attention with local newspapers writing articles about two successful Countywide Program projects: the car wash outreach campaign, and the coordination of California Coastal Cleanup Day.
- Continued to maintain the [www.flowstobay.org](http://www.flowstobay.org) website, with an increase in the number of subscribers to the following pages: Community Events, Resources for Teachers and Schools, New Information, Community Action Grant, Litter Reduction and Coastal Cleanup Day, Newsletter, Less Toxic Pest Control, Press Room, and Green Streets and Parking Lots.

- Developed a car wash campaign that involved establishing a partnership with 11 car washes located throughout the county to offer discounts to encourage residents to wash cars at commercial car washing facilities. Developed and distributed over 4,000 discount car wash cards through municipal channels and outreach events. Developed a webpage detailing the discount program, and provided a point of contact to the public for the purpose of learning about the program and obtaining the discount card. Purchased advertising space during the spring season on San Mateo County busses that promoted proper car washing. Continued to educate the residents who choose to wash their cars at home to use minimal soap when washing cars and to divert the runoff to landscaped areas.
- Worked with the Commercial/Industrial/Illicit Discharge (CII) subcommittee to develop car wash best management practices outreach materials for businesses.
- Continued to coordinate the California Coastal Cleanup Day for San Mateo County diverting 42,331 lbs of litter from waterways. 4,296 residents volunteered, a nearly 2% increase from last year. Since the Countywide Program started coordinating the program in 2006, there has been an overall over four-fold increase in volunteers.
- Hosted an educational booth at the 2-day Maker Faire with an emphasis on less toxic home cleaning options.
- Updated the online “Resource Guide of Groups and Organizations in San Mateo County with Watershed Stewardship Efforts” featuring local groups and organizations providing volunteer opportunities for residents. Added a new group, “Watershed Discovery Foundation,” to the guide.
- Awarded \$15,000 to six organizations through the Community Action Grant program.
- Sponsored an educational assembly program for elementary-age students entitled “We All Live Downstream,” performed by the Banana Slug String Band. The program emphasized the importance of not littering or dumping substances into the storm drain in order to protect the marine environment.
- Sponsored a high school educational program entitled “Water Pollution Prevention and Your Car,” presented by Rock Steady Science. The program emphasizes proper car maintenance, including motor oil recycling and proper car washing, as well as watershed education and the “Green Streets and Parking Lots” urban runoff management approach to civil engineering.
- Continued to participate in the region-wide integrated pest management “Our Water Our World” campaign by working with local retail stores to maintain point of purchase information on less toxic pest control.
- Partnered with Redwood City Water Resource Management Program, the Bay Area Gardeners Association, and Bay Area Water Supply and Conservation Agency (BAWSCA) to train 35 landscapers to be Certified Peninsula Green Gardeners.

## IMPLEMENTATION OF MRP PROVISION C.7

### Provision C.7.b Advertising Campaigns

#### Regional Outreach Strategic Plan

This provision requires Permittees to participate in or contribute to advertising campaigns on trash/litter in waterways and pesticides with the goal of significantly increasing overall awareness of stormwater runoff pollution prevention messages and behavior changes in target audience. Through the BASMAA Public Information / Participation (PI/P) Committee, Permittees previously decided to take a broader view of some of its regional tasks (e.g., Regional Advertising Campaign, Regional Media Relations, *Our Water, Our World* program) to ensure that work on individual MRP provisions was coordinated and part of an overall strategy.

In FY 2010-11, working with SGA, Inc., BASMAA developed broader Regional Strategic Outreach Plans – one for litter and one for pesticides – that include audiences related to the MRP provisions and ways of reaching them regarding trash/litter and pesticides (e.g., advertising, media relations, schools outreach, events) (see attached Regional Strategic Outreach Plans for details). Although the scopes of the strategies are broad, the level of stormwater agency (regional, areawide program, city) implementing each part will vary (i.e., each part will not be implemented via BASMAA). The strategies are multi-year and also include recommendations for creative, media placement, media relations, partnerships, and evaluation. Also starting in FY 2010-11, BASMAA, again working with SGA, Inc., began developing an Implementation Plan for the litter strategic plan, which will provide more detailed tasks and budgets for the multi-year project. Implementation will begin in FY 2011-12.

#### Pre-Campaign Survey

Not required for this Annual Report. A regional pre-campaign survey is planned for FY 2011-12 as part of the regional outreach implementation plan.

### Provision C.7.c Media Relations

#### Countywide Media Relations

Two press releases were sent out to local reporters, newspapers, newsletters, TV, and radio, with resulting articles in local newspapers:

1. “Public Invited to Participate in 2010 California Coastal Cleanup Day Events”

**Content:** On Saturday, people of all ages can help make San Mateo County cleaner and greener by scouring beaches and watersheds during California Coastal Cleanup Day, the largest volunteer event of its kind in the state.

Families, students, service groups and neighbors will have the opportunity to help out at more than 30 cleanup locations across San Mateo County. Residents are invited to show up at any of the locations on Saturday morning at 9 a.m. to help keep the County beautiful and the marine environment healthy.

Coastal Cleanup Day is sponsored by the San Mateo Countywide Water Pollution Prevention Program and California Coastal Commission. This is the 26<sup>th</sup> year thousands of Californians will work together along beaches, shorelines and inland waterways to pick up cigarette butts, cans,

bottles, plastic bags, grocery carts, old tires and other debris. Volunteers are encouraged to bring their own bucket or reusable bag, gloves, and reusable water bottle.

Last year, more than 4,200 volunteers in San Mateo County removed 44,000 pounds of trash and recyclables that would otherwise soil the County and threaten the health of wildlife. The vast majority of the debris wasn't dropped on beaches or tossed into a watershed. Most of the debris started out as garbage on urban streets and was carried by storm drains or blown by the wind. This makes it critical to clean up neighborhood streets before trash flows to the Bay and ocean.

"We are all connected to the shoreline and creek banks by storm drains," said Ana Clayton, San Mateo County Cleanup Day Coordinator. "The storm drains whisk litter you see on the sidewalk to our waterways. Most storm drains don't flow to a sewage treatment plant. They flow to our vulnerable waterways. It's important to remember that we need to do our part and keep trash and pollutants out of storm drains before they reach the ocean and Bay."

Volunteers are encouraged to show up at any of the following cleanup locations in San Mateo County at 9 a.m. on September 25th. Most cleanups will end by noon.

For more information about the San Mateo Countywide Water Pollution Prevention Program or cleanup sites within San Mateo County, visit [www.flowstobay.org/ccd](http://www.flowstobay.org/ccd) or call (650) 372-6214. For information on statewide locations and this year's corporate sponsors, visit the California Coastal Commission at [www.coast4u.org](http://www.coast4u.org).

**Medium:** Print

**Date of publication:** Released September 22, 2010. As a result, two local print newspapers ran stories promoting the event, as did three online papers and several non-profit partners' newsletters.

## 2. Community Action Grants Available to Enhance and Protect Water Quality

**Content:** The San Mateo Countywide Water Pollution Prevention Program (Countywide Program), a program of the City/County Association of Governments, is pleased to announce an invitation for proposals from local community groups, teachers, environmental organizations, and other non-profit associations to fund projects that enhance and protect the health of local watersheds, creeks, the San Francisco Bay, and the Pacific Ocean. The Countywide Program offers a total of \$15,000 in Community Action Grants each year, with up to \$3,000 awarded per project. Interested parties are encouraged to apply by November 19, 2010.

Eligible projects should promote stormwater pollution prevention and contain a public outreach element. Sample projects could include (but are not limited to):

- Outreach and education projects with a stormwater pollution prevention message and a watershed, household hazardous waste, litter, or Integrated Pest Management component
- Development and distribution of outreach materials (e.g., video, newsletter, website, brochures, guidebook, and others).
- Creek-side restoration/revegetation projects (erosion control, planting, cleanup, non-native species removal, habitat enhancement, and marsh restoration)

- Art projects with a stormwater pollution prevention message
- Creek studies/survey projects

**Medium:** Print

**Date of publication:** Released November 1, 2010. As a result, one print newspaper and three online newspapers ran stories informing County residents about the available funding and previous projects.

### Regional Media Relations

The BASMAA Regional Media Relations project made six pitches and radio/online public services announcements on key stormwater issues as well as monitoring of breaking news opportunities. The pitches resulted in thirty-five total media placements.

#### *Rainy Season/Car Maintenance PSAs*

O'Rorke drafted a series of public service announcements (PSAs) for use on radio. The copy focused on the importance of basic car maintenance, particularly fixing leaks, in the rainy season. The PSAs were aired on eleven radio stations, posted on ten station websites and also resulted in interviews on two radio stations for a total of twenty-three placements.

#### *Don't Burn Holiday Gift Wrap*

O'Rorke drafted a press release focusing on the pollution caused when holiday gift wrap is burned or used as a fire starter.

This pitch resulted in five placements: four radio stories and coverage on KQED's blog.

#### *Reusable Lunch Boxes/Water Bottles*

To call attention to one of the major pollutants BASMAA is dealing with, O'Rorke conceived of a pitch designed to call attention to litter via choices a consumer can make in daily behaviors. Two press releases were drafted: one dealt with eating on the go and how reusable items can fit into that (reusable coffee cups, water bottles, etc). The other release, sent to parenting publications, focused solely on building a greener lunch box for children. This pitch resulted in one interview placement on the family-friendly station, KMKY (Radio Disney).

#### *Hiring an IPM Certified PCO*

This pitch focused on the wide availability of pest control operators certified in integrated pest management (IPM) techniques. O'Rorke worked to have BayWise.org updated to include a "box" on the homepage advising users to "click here to find a pest control professional." Also included were links to listings of Bay Area contractors certified by three different programs.

This pitch resulted in three placements: one on claycord.com and two radio interviews. The claycord story drove eighty-six visitors to BayWise.org the day it was posted. Since the pitch began, the pest control page has received over 150 visitors.

#### *Ant Control PSAs*

These PSAs dealt with effective ways to control ants and also promoted BayWise.org as a resource for pest control information. The PSAs aired on three stations: KLIV, KDIA and KCBS.

#### *Summertime Reusables/Anti-Litter Tips*

This pitch began at the end of the FY and, although some media outlets expressed interest in running the tips and/or using them in conjunction with other summertime/destination stories, no placements have been confirmed as of this writing.

## Provision C.7.d Stormwater Point of Contact

The Countywide Program website ([www.flowstobay.org](http://www.flowstobay.org)) and phone number (650-372-6200) is publicized on outreach materials and maintained by the Countywide Program contract with San Mateo County Environmental Health. Co-permittees points of contact are publicized on the website, referred to when calling into the Countywide Program phone number, and publicized on some outreach materials.

### Website Statistics

The total number of people visiting [www.flowstobay.org](http://www.flowstobay.org) for the 2010-11 fiscal year was 51,325. Certain web pages have a subscription service, Gov Delivery, which sends updates to a given page to subscribers via email. Statistics for Gov Delivery are shown in Table 5-1. The website continues to be promoted during outreach events and citizen involvement activities, as well as through media advertising, promotional items, and literature.

New web pages added this year include:

- List of Pesticide Products Prohibited from Use In School (Parents right to know)
- Redesigned Litter Reduction and Coastal Cleanup Day pages

Gov Delivery emails were sent out to the list of subscribers whenever there were updates added to any of these pages. Subscribers include local news media. Table 5-1 shows an increase in subscriptions in 2011 from the previous year.

**Table 5-1 Gov Delivery Subscribers**

<b>Web Page with Gov Delivery Option</b>	<b>Number of Subscribers June 30, 2011</b>	<b>Number of Subscribers June 30, 2010</b>
Community Events	181	105
New Information	144	86
Resources for Teachers and Schools	129	72
Community Action Grant	135	81
Litter Reduction & Coastal Cleanup Day	159	91
Newsletter: Pollution Prevention Post	876	868
Less Toxic Pest Control	128	71
Press Room/ In the News	149	94
Green Streets	149	71

Top 4 Web Pages Viewed in 2010-11, spanning all months in the year:

1. 20,290 views: Sustainable Streets
2. 10,704 views: Calendar of Events
3. 8,141 views: Resources for Teachers and Schools
4. 6,595 views: Community Action Grant

#### Top 4 Document downloads in a single month

1. 386: Cleanup Site Locations, Litter Reduction Page, Community Section, September, 2010
2. 289: Coastal Cleanup Day Waiver Form, Litter Reduction Page, Community Section, September 2010
3. 206: Turf Block and Permeable Joint Pavers Technical Guidance, New Development Page, Business Section, July 2010
4. 201: Slugs and Snails Fact Sheet, Pest Control Page, Community Section, October, 2010

### Provision C.7.e Public Outreach Events

#### Outreach Materials and Giveaways

The following items are given out at outreach events and by request to organizations and residents in San Mateo County (does not include the less toxic pest control items listed in section C.9.h.ii).

- "You're the Solution" storm water brochure, English and Spanish
- Fish Sponge
- Bookmark
- Pencils
- Fish Eraser
- Crayons
- Pocket Ashtray
- 7 children's activity books: Blue Fish, Pest or Pal, Watershed Protection, Healthy Water/People, Stormwater, and Don't Be a Litterbug.
- Car Wash Tip Cards

In addition, the following materials on household hazardous waste are provided at outreach events: Household Hazardous Waste brochure and business card, Very Small Quantity Generator brochure for hazardous waste disposal for small businesses, Fluorescent Light Recycling brochure, Used Oil Recycling brochure, Used Oil Recycling Coloring book, and Less Toxic Cleaning Alternatives recipes.

#### New Outreach Materials Developed This Year

Less toxic homemade cleanser recipe ring

- Car Wash Discount Card
- 2011 Pollution Prevention Calendar

#### Coordination of California Coastal Cleanup Day, September 25, 2010

California Coastal Cleanup Day, held each year on the third Saturday in September, is the largest volunteer event in the state. The California Coastal Commission sponsors the event with the support of County and Regional Coordinators. The Countywide Program coordinated the event for the fifth year, recognizing that this event is a great opportunity to get many residents of all ages actively involved with the problems associated with litter. This event qualifies as both a Public Outreach Event (C.7.e.) and Citizen Involvement Event (C.7.g.).

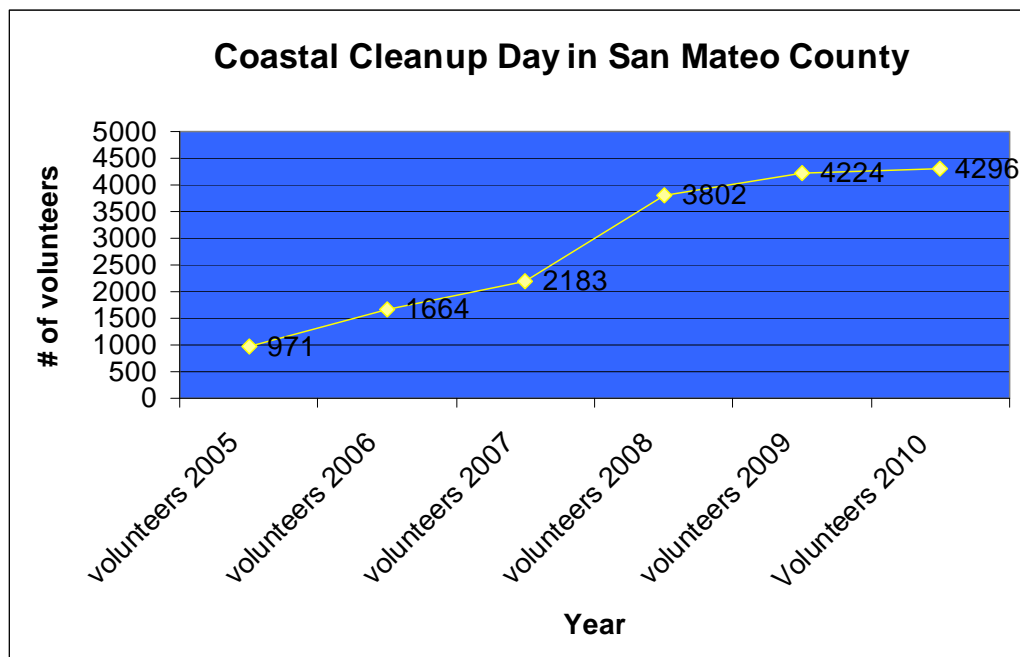
#### 2010 Achievements

- The Countywide Program coordinated 38 beach and creek cleanup locations, including five new cleanup sites: Bedwell Bayfront Park (Menlo Park), Colma Creek (South San Francisco), Hatch

Elementary School (Half Moon Bay), Jefferson High School (Daly City), and Terra Nova High School (Pacifica).

- Diverted from waterways: 42,331 lbs of trash & recyclables picked up.
- Increased volunteer participation by 2% from previous year : 4,296 residents volunteered in 2010. Past years totals: 2009 = 4,224; 2008= 3,802 volunteers; 2007= 2183 volunteers; 2006= 1644 volunteers; 2005= 971.

**Figure 5-1 Coastal Cleanup Day Volunteers in San Mateo County 2005-2010**



#### California Coastal Cleanup Day Material Distribution

- 500 bookmarks given out to all County libraries
- 1000 posters to County public schools, libraries, community centers, and site captains
- 2000 postcards sent to local organizations, churches, and youth groups in the County. Also given out at tabling events, municipalities' office counters, and to site captains

#### Media/Advertising

- The following newspapers ran articles about Coastal Cleanup Day: San Jose Mercury News, Daily Journal, Half Moon Bay Review, and the San Francisco Chronicle.
- Included event in newspaper calendar sections in The Almanac, San Mateo Daily Journal, and the Half Moon Bay Review. Partnered with several environmental groups to include the event their on web calendars.
- The San Mateo County Environmental Health newsletter, "Pollution Prevention Post" Summer 2010 featured a front-page article titled: "California Coastal Cleanup Day." The article informed residents about trash in urban runoff, the major sources of debris, and where to find a location



list of cleanup sites in San Mateo County. 3,000 copies were distributed throughout the County to libraries, residents, and local businesses.

### School Outreach

All public schools were sent a memo which contained information about two ways that schools could support the CCD.

1. Display Posters on Campus by September 6 where staff, students, and parents will see them.
2. Participate in a School or Classroom Cleanup Activity on Friday, September 24. Schools were invited to participate in school or classroom level Coastal Cleanup activities on Friday September 24<sup>th</sup>. Participating students were asked to pick up litter around campus and record what they found on data cards. All the supplies needed were provided, and the students were counted among the thousands that participated.
  - Four schools participated at their own school site: Hatch Elementary, Pescadero Elementary, Terra Nova High School, and Jefferson High School.
  - Many schools contacted us regarding participating at a coastal or inland cleanup site for the Saturday cleanup.

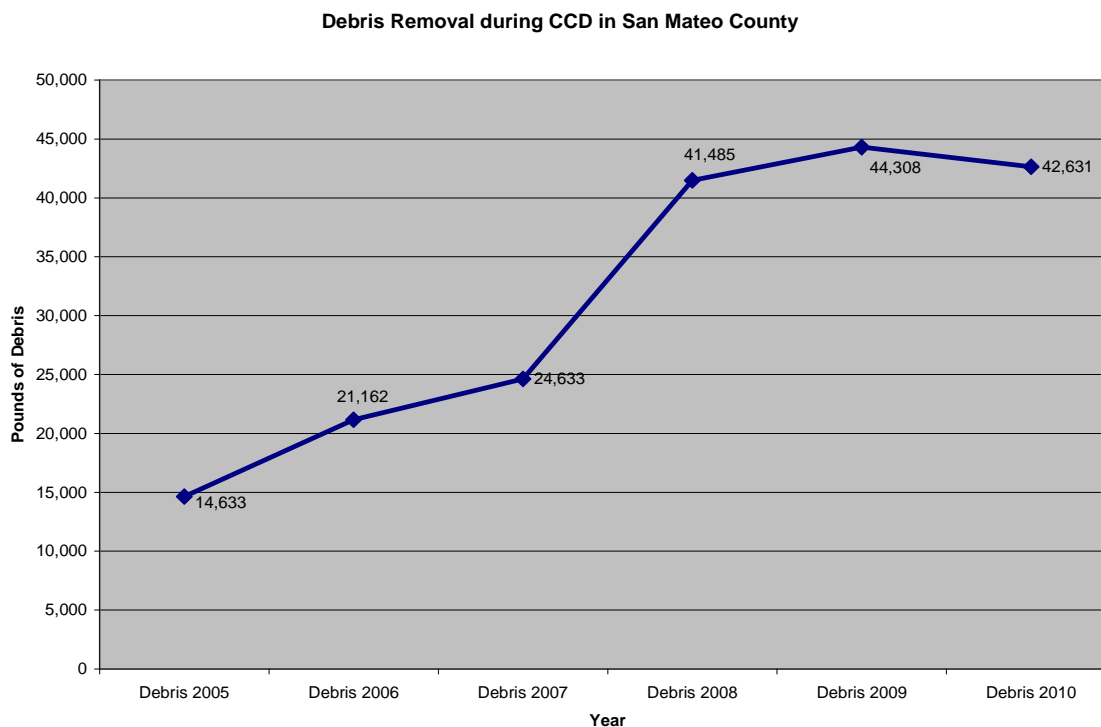
**Table 5-2. 2010 Volunteers per Cleanup Site**

<b>2010 Cleanup Sites</b>	<b>Coastal or Inland?</b>	<b>Volunteers</b>
Bedwell Bayfront Park	Inland	50
Belmont Creek	Inland	39
Brisbane lagoon	Inland	52
Burlingame Bay Front	Inland	170
Colma Creek	Inland	138
Cordilleras Creek	Inland	50
Coyote Point	Inland	127
Francis State Beach	Coastal	200
Hatch Elementary School	Coastal	20
Jefferson High School	Coastal	100
Linda Mar Beach	Coastal	90
Mavericks Beach	Coastal	40
Montara Beach	Coastal	38
Mussel Rock	Coastal	35
North Fair Oaks	Inland	25
Oceana High School/Milaga Ridge	Coastal	8
Pacifica Community Center	Coastal	41
Pacifica Sites and Schools	Coastal	178
Pescadero	Coastal	84
Pescadero Elementary	Coastal	90
Pilarcitos Creek	Coastal	25
Pillar Point	Coastal	62
Pistacio State Beach	Coastal	5
Poplar State Beach	Coastal	70
Redwood City	Inland	325
Rockaway Beach	Coastal	56
Roosevelt/Dunes Beach	Coastal	83
Rotary Park	Inland	117
San Francisquito Creek	Inland	85
San Gregorio	Coastal	53
San Mateo / Ryder Park	Inland	800
San Pedro Creek Mouth	Coastal	19
Sharp Park	Coastal	45
South San Francisco Bayfront	Inland	90
Sunset Ridge School	Coastal	590
Surfers Beach	Coastal	35
Terra Nova High School	Coastal	16
Thorton State Beach	Coastal	245
<b>Total Number of Volunteers</b>		<b>4,296</b>

## Results

On California Coastal Cleanup Day, volunteers who served as site captains for 38 clean-up sites, both coastal and inland, signed in, gave out supplies and safety talks to 4,296 volunteers. A total of 73 miles of shoreline was cleaned. 25 of the sites were located in coastal areas and 13 were located at inland creeks and the Bay. Our volunteer numbers continued to increase with 72 more participants than last year. Total trash and recyclables collected for 2010 was 42,631 pounds.

**Figure 5-2 Total Debris Removed During Coastal Cleanup Day in San Mateo County from 2005-2010**



## Maker Faire, San Mateo County Fairgrounds, May 21 and 22, 2010

This is the first year that the Countywide Program attended this countywide event held for two days at the San Mateo County Fairgrounds. This event attracts residents from all over the County and the Bay Area. Visitors to our booth obtained the Countywide Program outreach materials and interacted with the Countywide Program staff who answered questions regarding stormwater pollution prevention and hazardous waste recycling. Over 1,000 people visited the booth.

The emphasis of the Faire is to teach people how to make their own products, so the theme of this year's booth was using less toxic cleaning solutions. People chose from a list of 7 pledges which also acted as an informal survey: to take HHW to a collection facility, to recycle batteries, to use less toxic cleaners, to use less toxic pest and weed control, to recycle fluorescent bulbs, to perform proper car washing, and to recycle motor oil. Once they chose a pledge, they drew raffle tickets to win a non-toxic homemade cleanser ingredient, and were given a set of less toxic homemade cleanser recipes. Of all the pledges, the pledge to recycle batteries was chosen most often.

### San Mateo County Fair, June 11-19, 2011

The Countywide Program and County Environmental Health collaborated to provide an unstaffed booth with program materials. County Fair staff oversaw the booth, restocking materials as needed. No discards were found on the fairgrounds, either in trash or as litter.

### Newsletter

Issues of the “P3: Pollution Prevention Post” newsletter were published in September and April to coincide with Pollution Prevention Week and Earth Day, respectively. Newsletter topics included: Coastal Cleanup Day, community action grants, the new environmental resource guide, household hazardous waste disposal information, Earth Day information, school outreach programs, car wash discount card information, business hazardous waste disposal, preventing automotive oil spills, cars of the future, and 10 most wanted bugs in your garden. A total of 6,000 hard copies were distributed at libraries, city halls, community centers, organizations, and outreach events. The newsletter is also available on the website with total views of:

- 5,878 for Fall 2010 issue
- 4,464 for Spring 2011 issue

Both figures represent an increase of views over the previous year.

Currently there are 330 residents who receive the newsletter by mail and 901 residents who receive it by email.

## **Provision C.7.f Watershed Stewardship Collaborative Efforts**

### Environmental Resource Guide of Groups and Organizations in San Mateo County with Watershed Stewardship Efforts

The Countywide Program updated the online Resource Guide, created in 2009, of groups and organizations in San Mateo County that focus on watershed stewardship and encourage public involvement in watershed volunteer efforts. All groups were contacted to verify and update their information. One group was added to the guide, Watershed Discovery Foundation. There are now a total of 40 groups listed on the online guide, located at [http://www.flowstobay.org/cs\\_env\\_resource\\_guide.php](http://www.flowstobay.org/cs_env_resource_guide.php). Groups are searchable by city or topic of interest. In addition, information on how to form a watershed group is available for interested residents, to encourage formation of groups in areas that do not currently have a local group.

## **Provision C.7.g Citizen Involvement Events**

### Coordination of California Coastal Cleanup Day in San Mateo County

See section C.7.e, as this event fulfills the requirement of both C.7.g and C.7.e.

### Community Action Grant

Community Action Grants are awarded annually to volunteer groups, teachers, environmental organizations, and other local, not-for-profit associations interested in implementing projects that improve the quality of local creeks, the Bay or the Pacific Ocean.

The Community Action Grant was advertised through postcards mailed to local nonprofit organizations and community groups, including home owners associations. The application was made available on the

Countywide Program's website, along with award descriptions of previous projects that received funding. Six applicants were awarded funds, receiving a total of \$15,000 in funding.

The following projects were awarded grants:

- 1. Watershed Discovery Foundation: "Storm Drains to the Ocean" [Year 1] \$1,761** Prepare students / community members for actively working to protect water quality and the health of local watersheds. Through hands on education, participants learn about pollution prevention and stewardship of the bay, ocean, and marine sanctuary environments. Target Audience: 5<sup>th</sup> grade students at Hatch Elementary, Farallone View Elementary & East Palo Alto Charter School. Participants: 140- 210 students, 550-750 community members.
- 2. Clifford Elementary School: "Clifford School ~ Watershed Sanctuary" [Year 1] \$2,975** To provide a clear delineation of the watershed sanctuary area within school boundaries, restoration of the pond/ wetland, and integration of hands on education in class curriculum; teaching children to be stewards of the natural gifts we have, and responsibilities of caring for the watershed, and the broader issue of ocean pollution, and the backyard remedy; keeping trash out of the storm drains. Target Audience: Students between ages of 5 and 14 and community members who recreate in the area Participants: Clifford School Student Body: 900 students annually- this will be a recurring program.
- 3. Pacifica Beach Coalition: "Earth Day Pacifica 2011 ~ A Day of Action" [Year 3] \$2,566** Promote and coordinate day of action on Earth Day 2011. Enlist community to pick up litter and help restore habitat at more than 100 locations throughout city including beaches, bluffs, and San Pedro Creek. To continue education and outreach on water quality protection, pollution prevention and behavior modification that results in lessening pollution Target Audience: Pacifica residents, students at all schools, residents of all coastal communities and businesses in Pacifica, along the coast. Visitors to Pacifica, and residents in communities north and east of Pacifica. Participants: Estimated 5,000-7,500 volunteers including 100+ Businesses and 10 Schools.
- 4. Ocean Shore School Parent Teacher Association: "Oceans Week ~ Wetlands" [Year 2] \$2,566.50** To teach students to appreciate, understand and protect our wetland and ocean resources. The study of wetlands with a focus on two emerging challenges: 1) Impacts of spilled oil on the gulf of Mexico wetlands, and; 2) The impacts of plastic trash on wetlands. Target Audience: Ocean Shore School Student Body; 399 students, and community, coast-siders and beach goers in Pacifica. Through signage created as part of this project that will be mounted at the wetlands at Pacifica State Beach, thousands of people will be reached Participants: 399 students and their families.
- 5. San Mateo County Coast Natural History Association: "Half Moon Bay State Beach Habitat Restoration Program" [Year 7] \$2,565** Invasive plant removal and native planting at Pilarcitos Creek, Frenchman's Creek and wetlands at Venice Beach and trash removal along these areas and within California State Parks Managed beaches located in Half Moon Bay. Water quality enhancement, pollution prevention and an increased awareness of stormwater pollution are project goals. Target Audience: People of all ages and from all over the bay area. School groups, corporate groups, small businesses, youth groups, religious groups and volunteer groups. Participants: Estimated based on 2010 program results: 2500 short term volunteers and 11 long term volunteers.
- 6. Marine Science Institute: "Plastics to Possibilities at Earth Day on the Bay" [Year 4] \$2566.50** To increase awareness of the threat that litter and excess trash, specifically plastics pose to the

environment and wildlife. The program will build upon previously received Flowstobay grants, previously erected pollution prevention signage at MSI site, and litter removal (ongoing), on Earth Day at the celebration, educational discussions and lectures on subjects such as the Pacific Gyre, and interactive walks / lessons / fair booth exhibits on habitat protection and preservation will increase awareness and promote behavior modification that can result in broader pollution prevention successes. Target Audience: San Mateo County residents, family groups, those who attend 2011 Earth Day Festival Participants: Based on 2010 festival attendance; an estimated 2,500 people will be participating.

### **Provision C.7.h School-Age Children Outreach**

#### Banana Slug School Assembly Program

The Countywide Program contracted with the Banana Slug String Band (a two to four-person musical theatrical team that specializes in school assemblies) to develop and present interactive shows about stormwater. The show, entitled “We All Live Downstream,” provides information about storm drains, watersheds, the marine environment, and tips to keep water clean. The show uses songs and activities to engage students on the topic. The Banana Slug String Band performed 43 assemblies at 27 elementary schools across the county, reaching nearly 8,850 students. Surveys were sent to each school, and 17 schools responded. In all, 1354 students were surveyed with 4 questions.

The first question asked students to choose an answer to ‘where water goes when it enters a storm drain.’ 1,132 students, or 83.6%, said it flows directly to the Bay or Ocean.

The second question was open-ended and asked them to describe what they learned about ways to keep water clean. The most common answers were recycling, reducing waste, using reusable bags, using phosphate free soap, not littering, and not putting chemicals or milk down the storm drain.

The third and fourth questions asked what they liked and disliked about the performance, respectively. Most students said they liked the songs and singing, and the majority liked it overall.

**Table 5-3 Banana Slug String Band School Assembly Performances**

School	City	Date	Performances	Students
Sunset Ridge Elem	Pacifica	September 16, 2010	2	575
Fiesta Gardens Elem	San Mateo	September 28, 2010	2	469
Audubon Elementary	Foster City	September 29, 2010	2	650
Panorama Elementary	Daly City	September 30, 2010	2	126
Sea Crest School	Half Moon Bay	October 1, 2010	1	153
Brentwood Oaks Elem	East Palo Alto	October 8, 2010	2	500
Central Middle School	San Carlos	October 8, 2010	1	200
Sandpiper Elementary	Redwood City	October 18, 2010	1	412
Crocker Middle School	Hillsborough	October 20, 2010	2	155
Borel Middle School	San Mateo	November 1, 2010	1	155
Charles Armstrong School	Belmont	November 9, 2010	1	140
Rollingwood Elem	San Bruno	November 18, 2010	1	270
Portola Elementary	San Bruno	November 18, 2010	1	250
Pescadero Elementary	Pescadero	November 19, 2010	1	85
La Honda Elementary	La Honda	November 19, 2010	1	150
Beechwood School	Menlo Park	December 1, 2010	2	85
Green Hills Elementary	Millbrae	December 10, 2010	2	350
Buri Buri Elementary	S. San Francisco	December 14, 2010	2	500
Adelente Elementary	Redwood City	December 15, 2010	2	547
Laurel Elementary	Atherton	December 15, 2010	2	440
Brisbane Elementary	Brisbane	December 16, 2010	2	210
Washington Elem	Burlingame	March 3, 2011	2	410
Garden Village Elem	Colma	March 3, 2011	2	350
Brewer Island Elem	Foster City	March 4, 2011	2	690
Susan B Anthony Elem	Daly City	March 31, 2011	2	520
Woodland School	Portola Valley	March 31, 2011	1	375
King's Mountain Elem	Woodside	May 13, 2011	1	83

Rock Steady Science High School Classroom Presentation

This year the Countywide Program partnered with the County's Used Oil Recycling Program to bring a new classroom high school presentation to 10<sup>th</sup>, 11<sup>th</sup>, and 12<sup>th</sup> grade students, called "Water Pollution Prevention and Your Car." The program is targeted at driving-age students in auto repair, science, and environmental science classes. There are four main topics of the presentation: sources of water pollution, watersheds and storm drains, car maintenance (proper oil changes/recycling and car washing), and Green Streets and Parking lots. The presentation consists of a PowerPoint section, a jeopardy game, and a group poster activity. The presentations began during the spring semester of the 2010-11 school year. A total of 27 presentations were given in 10 different schools located throughout the county, reaching over 700 students

A survey was handed out to the students at the end of each presentation. It consists of 5 questions, 3 of which involve a rating system with a narrative response, and 2 open-narrative response questions. The rating system on the first three question uses a scale of 1-5, with 1 reflecting a response of strongly disagree and 5 representing strongly agree. A total of 470 surveys were returned.

#1 - The statement "I learned something new about cars and how they pollute the bay and ocean". Over 93% rated this 4 (agree) or better. Some of the comments related to this question include: *I learned that "batteries, motor oil, anti-freeze and car soap must be properly disposed," "40% of water pollutants come from car oil," and "it is important not to litter or throw trash around, or oil or soap- basically something that is not water because it will go in the water drain and through to the ocean- it is not good at all."*

#2 - The statement "I learned new ways to protect San Mateo County watersheds". Over 86% rated this 4 (agree) or better. Some of the comments related to this question include: *I learned that "green streets can protect the watersheds, and to use alternatives to driving." "where and how to dispose of waste," "Don't dump anything in the drains," and "to wash my car at a commercial car wash."*

#3 - The statement "I would recommend this presentation to my friends." Over 90% rated this 4 (agree) or better.

#4 - A non-rated question "How will you apply the lessons that you learned in this presentation..." Some answers included "I will properly dispose of car materials, paints, and other toxic solutions," "I will inform my parents and friends about maintaining a car and keeping it in check," and "I won't wash my car in the street."

**Table 5-4 Rock Steady Presentations**

High School	City	Date	Presentations	Students
Westmoor	Daly City	February 17, 2011	4	120
Sacred Heart	Atherton	March 3, 2011	3	45
Woodside	Woodside	March 28, 2011	2	55
Burlingame	Burlingame	March 29, 2011	2	100
Oceana	Pacifica	March 31, 2011	1	21
Pilarcitos	Half Moon Bay	April 14, 2011	2	40
Community South	East Palo Alto	April 15, 2011	2	44
Menlo-Atherton	Atherton	April 29, 2011	2	-
Woodside	Woodside	May 11, 2011	2	44
Terra Nova	Pacifica	May 6, 2011	1	30
Terra Nova	Pacifica	May 18, 2011	3	100
Carlmont High	Belmont	May 26, 2011	3	93

#### Science Fair

On February 3, 2011 the Countywide Program representatives participated in the San Mateo County Science Fair, held in San Carlos. Gratien Etchebehere, with the Town of Woodside, served as a program judge, reviewing more than 20 exhibits/projects in the category of Environmental Preservation.

Gratien selected Rebecca Cowan, a fifth grader, to receive the Countywide Program's Water Quality Award for her project titled, "What are the Best Materials For Cleaning Up an Oil Spill." The Countywide Program awarded Rebecca with a certificate and a \$50 gift card to the Discovery Channel Store.



## IMPLEMENTATION OF MRP PROVISION C.9

### Provision C.9.h.ii Public Outreach: Point of Purchase

#### IPM Store Partnership Program

This fiscal year's *Our Water Our World* (OWOW) partnership continued with participation from 18 San Mateo County stores. This is a reduction in one store from last year, Al's Nursery in Portola Valley, which went out of business. San Mateo County Environmental Health staff visited each store twice during this year, once in the fall and again in the spring. During each visit, communication with the store managers and employees was maintained, store displays were updated, and fact sheets restocked. Staff also noted any new less toxic products to report to BASMAA for investigation and inclusion on the master products list.

County staff attended all IPM partnership meetings with BASMAA and participating jurisdictions to coordinate the program in San Mateo County.

**Table 5-5 San Mateo County "Our Water, Our World" Partnership Stores 2010-11**

Brisbane Hardware	1 Visitacion Ave	Brisbane
Carlmont Ace Hardware	1029 Alameda De Las Pulgas	Belmont
Carlmont Nursery	2029 Ralston	Belmont
Golden Nursery	1122 2nd Ave	San Mateo
Half Moon Bay Nursery	11691 San Mateo Rd.	Half Moon Bay
Home Depot	2 Colma Blvd	Colma
Home Depot	303 E. Lake Merced Blvd.	Daly City
Home Depot	1781 East Bayshore Road	East Palo Alto
Home Depot	1125 Old County Rd	San Carlos
Home Depot	2001 Chess Drive	San Mateo
Linda Mar Hardware	560 San Pedro Ave	Pacifica
Ocean Shore Hardware	111 Main Street	Half Moon Bay
Orchard Supply Hardware	1010 Metro Center Blvd	Foster City
Orchard Supply Hardware	900 El Camino Real	Millbrae
Orchard Supply Hardware	2110 Middlefield Road	Redwood City
Orchard Supply Hardware	2245 Gellert Blvd	South San Francisco
Roger Reynolds Nursery	133 Encinal Ave	Menlo Park
Wegman's Nursery	492 Woodside Rd	Redwood City

#### Employee Trainings at Stores

Continued the contract with Debi Tidd to complete 60-90 minute employee training presentations that include an overview of the "Our Water, Our World" program, materials, IPM techniques that employees can share with customers, and a product overview of the less toxic pest control products that the store carries and how to use them. A total of 9 store trainings took place in 2010-11

#### Completed Store Trainings:

- July 2, 2010 Orchard Supply Hardware, Menlo Park – 6 employees
- December 1, 2010, Home Depot, East Palo Alto – 12 employees

- March 28, 2011, Orchard Supply Hardware, South San Francisco, 5 employees
- May 17, 2011, Orchard Supply Hardware, Redwood City, 4 employees
- May 23, 2011, Home Depot, Daly City, 2 employees
- May 31, 2011, Brisbane Hardware, Brisbane, 3 employees
- June 4, 2011, Home Depot, San Carlos, 4 employees
- June 29, 2011, Wisnom's Hardware, San Mateo, 9 employees
- June 29, 2011, Oceanshore Hardware, Half Moon Bay, 21 employees

In addition to the in-store trainings, employees are told about the free online training offered on the UCIPM website for retail employees. The two trainings are "Introduction to Pesticides" and "Moving Beyond Pesticides". Employees get a certificate after completion.

#### Outreach Events

- The Countywide Program staffed a booth at the NorCal Spring Trade Show, February 17, 2011 at the San Mateo Event Center: This trade show is attended by professional landscapers and retail nursery owners and staff.
- The Green Gardener Training program received Spanish and English IPM fact sheets to assist in teaching the IPM portion of these classes for mostly Spanish-speaking landscapers.
- The Countywide Program partnered with County RecycleWorks to use and distribute fact sheets and Bay Friendly Gardening guides in their popular Master Composting trainings and series classes. Additional materials were given out at events that RecycleWorks staffed throughout the year.
- Materials and information were also given out at the other outreach tabling events hosted throughout the year.

#### Presentations

- County staff conducted a two-hour training class on "Gardening for Water Quality" on October 6, 2010 to the San Mateo/San Francisco University of California Cooperative Extension 2010 Master Gardener Class.

#### New Materials for Distribution

The Countywide Program ordered the following for distribution through the IPM partnership stores, outreach tabling events, residential and organization requests, and through the cities:

- 16,200 Our Water, Our World Fact Sheets
- 800 Pest Bugging You? Booklets
- 800 Beneficial Bug Brochure
- 800 Pest or Pal? Activity Book
- 200 Pocket Guides
- 200 Magnets

#### Our Water, Our World Regional Report

The Countywide Program participated in the regional effort for the "Our Water, Our World" program. These efforts are reported by BASMAA in the "MRP Regional Supplement for Training and Outreach

Annual Reporting for FY 2010-2011.” Below is a summary of activities and accomplishments on a region-wide level:

- Coordinated program implementation with major chains Home Depot, Orchard Supply Hardware, and Ace Hardware National. OSH reported “natural insecticides” sales down 13.7% compared to the previous year, but sales of all pesticides was also down compared to the previous year.
- Coordinated master print run of the following: fact sheets, shelf talkers, literature rack signage, beneficial bug brochure, magnet, Pest or Pal activity guide for kids, pocket guide, and Pests Bugging You? booklet.
- Updated less-toxic Product Lists: Master – by brand name version; by pest version, and OSH and Home Depot-specific lists/labels.
- Maintained *Our Water, Our World* website.
- Provided Ask-the-Expert service.
- Provided and staffed exhibitor booths.
- Participated in Excel Gardens Dealer Show, Las Vegas (August 2010).
- Participated in Bay Friendly Landscaping Conference (September 2010).
- Participated in L&L Dealer Show, Reno (October 2010).
- Participated in NorCal trade show (February 2011)
- Provided on-call assistance (e.g., display set-up, training, IPM materials review) to specific stores (e.g., OSH, Walgreens).
- Provided print advertising and articles – Green Zebra guide and Chinook Book.
- Provided print advertising – Bay Nature magazine; Bringing Back the Natives Garden Tour’s garden guide.
- Mentioned in articles by others: San Jose Mercury News (March 6, 2011).
- Additionally, BASMAA, in partnership with the UC IPM Program, competed for and won award of a Pest Management Alliance grant from the Department of Pesticide Regulation for the *IPM Advocates for Retail Stores* project. The project’s purpose is to develop and implement a program that will recruit, train, and mentor individuals to help retail stores implement the *Our Water, Our World* program. The project kicked off in December 2010. The project team developed an IPM Advocate profile, recruited for and selected 10 IPM Advocate candidates who started their classroom training in early June 2011 learning from a curriculum developed by the project team.

### **Provision C.9.h.vi Public Outreach: Pest Control Operators**

#### Peninsula Green Gardener Pilot-Program Training

This year the Countywide Program was a sponsor of the Green Gardener Training Program initiated and coordinated by Redwood City Water Resource Management Program, with the support of the Bay Area Gardeners Association, and Bay Area Water Supply and Conservation Agency (BAWSCA). County Environmental Health participated in the steering committee for this program. The nonprofit group, Acterra was hired to facilitate the training classes. The target audiences were gardeners and landscapers who work within the County.

Two classes were held, both in Spanish. One was a beginning class with 20 students completing 11 sessions of 2 hours each. The second was an intermediate class with 15 students completing 5 sessions of 3 hours each. The topics covered included Soils, Integrated Pest Management, Right Plant Right Place, Fertilizers and Grass Cycling, Irrigation, Pruning, Mulch and Compost, Air Quality, and Green Gardening. A total of 35 students graduated from the fall program in December 2010. A Certificate of Completion was awarded, and a graduation ceremony was hosted by the City Council of Redwood City for the graduates and their families.

## FUTURE ACTIONS

The following PIO activities are planned for FY 2011/12:

- Hold PIO Subcommittee meetings every other month.
- Support and participate in the development of the Regional Ad Campaign and regional media relations pitches.
- Support and participate in the development of the SF Bay Partnership and Behavior Change Campaign to develop a region-wide brand and collaborate on related outreach activities.
- Conduct two local media relations pitches.
- Maintain the [www.flowstobay.org](http://www.flowstobay.org) website.
- Translate key web pages into Spanish, and develop a link to them in Spanish from the flowstobay home page.
- Staff local public outreach events, including one Countywide event.
- Maintain the existing outreach campaign that partners with commercial car wash businesses to promote use by residents.
- Maintain and update the Environmental Resource Guide.
- Coordinate with stewardship groups to coordinate spring cleanup events.
- Coordinate the Coastal Cleanup Day event in San Mateo County.
- Continue the Community Action Grant program.
- Offer school assemblies to K-5<sup>th</sup> graders.
- Maintain the existing High School Outreach Program.
- Continue the IPM “Our Water Our World” partnership campaign.
- Continue outreach and education for pest control operators.

# Watershed Assessment and Monitoring

## INTRODUCTION and SUMMARY

During FY 2010/11, the Countywide Program's Watershed Assessment and Monitoring (WAM) component focused on assisting the Countywide Program's Permittees achieve compliance with permit provisions related to water quality monitoring (Provision C.8) and certain water quality pollutants of concern (Provisions C.11, C.12 and C.14). The WAM component conducted much of its work through participation in BASMAA's regional efforts. This was facilitated by Countywide Program staff's participation in the monthly meetings and other activities of the BASMAA Monitoring and Pollutants of Concern Committee (BASMAA MPC). The BASMAA MPC focused much of its efforts on developing regional project work plans, including scopes of work, schedules, and budgets, and implementing the regional projects.

The BASMAA MPC developed a document entitled *Regional Pollutants of Concern Report for FY 2010-2011 and Monitoring Status Report for January-June 2011* (hereafter referred to as the Regional Supplement) for submittal with this annual report that describes the status and results of the various BASMAA regional projects that the committee developed and implemented during FY 2010/11. Countywide Program staff authored some sections of the Regional Supplement and reviewed and edited the entire document. The activities documented in the Regional Supplement describe how the Countywide Program's Permittees and other Bay Area MRP Permittees have complied with MRP reporting requirements related to water quality monitoring and certain pollutants of concern.

The following sections briefly describe the WAM component's activities during FY 2010/11.

## IMPLEMENTATION OF MRP'S PROVISIONS

During FY 2010/11, the WAM component focused on addressing MRP permit provisions related to water quality monitoring (Provision C.8) and certain water quality pollutants of concern (Provisions C.11, C.12, and C.14).

### Provision C.8 Water Quality Monitoring

MRP Provision C.8 requires a number of activities related to monitoring water quality in stormwater runoff receiving waters. All activities related to compliance with Provision C.8 are being coordinated through a monitoring collaborative among the Countywide Program and other Bay Area stormwater programs referred to as the BASMAA Regional Monitoring Coalition (BASMAA RMC). During FY 2010/11, the BASMAA RMC continued to develop regional approaches for achieving compliance with the monitoring provisions of the MRP. The Countywide Program supported the coalition via its continued participation in all activities of the BASMAA MPC and a work group of this committee referred to as the BASMAA RMC work group. This included participation by Countywide Program staff in monthly meetings of the BASMAA MPC and BASMAA RMC work group.

Field monitoring required by Provision C.8 will commence during the FY 2011/12 wet weather season. Various regional projects to prepare for the fieldwork were conducted during FY 2010/11, including continued refinement of a multi-year BASMAA RMC work plan. The BASMAA RMC is also developing data management systems, Sampling and Analysis Plans (SAPs), Quality Assurance Project Plans (QAPPs) and Standard Operating Procedures (SOPs). The Regional Supplement contains further details about these projects and their status.

Countywide Program staff also continued to participate in selected committees and work groups of the San Francisco Estuary Regional Monitoring Program (RMP) in support of BASMAA agency interests.

### **Provisions C.11 and C. 12 Mercury and Polychlorinated Biphenyls (PCBS) Controls**

Provisions C.11 and C.12 implement stormwater runoff-related actions required by the mercury and PCBs Total Maximum Daily Load (TMDL) water quality restoration programs. During FY 2010/11, Countywide Program staff participated in a number of BASMAA regional projects that address mercury and PCBs in stormwater runoff, including the EPA grant-funded project entitled Clean Watersheds for a Clean Bay (CW4CB), the BASMAA Stormwater Diversion to POTW project, and the PCBs in Caulk project, which is funded by the federal stimulus program (American Recovery and Reinvestment Act). This included participation by Countywide Program staff in several periodic meetings including the BASMAA MPC, the CW4CB Project Management Team, the CW4CB Sediment Management work group, the CW4CB retrofitting program work group, the BASMAA Stormwater Diversion to POTW oversight committee, and teleconferences and a stakeholder meeting for the PCBs in Caulk project. The Regional Supplement contains further details about these projects and their status.

It should be noted that MRP Provision C.11.a.ii requires reporting on the estimated mass of mercury collected through recycling and other efforts. A BASMAA regional project is developing methods for calculating loads removed of mercury and other priority pollutants of concern through source control, treatment and other stormwater runoff management measures implemented by MRP permittees (see Regional Supplement Appendix A-5). Future annual reports will use these methods to estimate the mass of mercury collected each year.

It should also be noted that residents and small businesses can drop off mercury-containing devices through the San Mateo County Health Department's Household Hazardous Waste program and Very Small Quantity Generator program.

### **Provisions C.14 Polybrominated Diphenyl Ethers (PBDEs), Legacy Pesticides and Selenium**

Provision C.14 requires San Mateo County and other Bay Area MRP Permittees to work collaboratively to begin identifying, assessing, and managing controllable sources of the following lower priority pollutants that may be found in stormwater runoff: polybrominated diphenyl ethers (PBDEs), legacy pesticides, and selenium. During FY 2010/11, Countywide Program staff participated in a BASMAA regional project that addresses this provision. The Regional Supplement contains further details about this project and its status.

## **FUTURE ACTIONS**

During FY 2011/12, the WAM component will continue to focus on assisting Countywide Program Permittees to comply with MRP Provisions C.8, C.11, C.12, and C.14. This will include working with the BASMAA RMC to continue refining its multi-year work plan and participating in BASMAA regional

 *San Mateo Countywide Water Pollution Prevention Program*

projects related to water quality monitoring, including field monitoring activities that are commencing during the FY 2011/12 wet weather season (see the Regional Supplement for further details). The WAM component will also continue to facilitate the Countywide Program's participation in BASMAA regional projects that focus on pollutants of concern, including Clean Watersheds for a Clean Bay, PCBs in Caulk, and a number of other projects described in the Regional Supplement.

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# APPENDIX A

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# Municipal Corporation Yard Inspection Form

Municipality: \_\_\_\_\_

Location of Corporation Yard Inspected: \_\_\_\_\_

Date and Time of Inspection: \_\_\_\_\_

Name of Person and Position Conducting Inspection: \_\_\_\_\_

**A. General Good Housekeeping BMPs Being Implemented** (Check all that were observed/determined):

- Clean and orderly corporation yard maintained
- Materials with potential to discharge to stormwater covered prior to rains
  - Not able to determine during inspection
- Containers are not overfilled and lids are kept closed when not in use
- Storm drain inlet labels are maintained
- A sufficient number of covered litter receptacles are used and maintained
- Materials and wastes are stored as far away from storm drain inlets as practicable
- Vehicles and equipment are maintained to minimize drips and leakage
- Spill containment kits/clean up materials available at locations where there are potential for spills
- Dry clean up methods are used for any spills or leaks
- Corporation yard maintenance staff has been trained to use BMPs listed in the Corporation Yard's Site Specific Stormwater Pollution Prevention Plan
- Describe any improvements needed: \_\_\_\_\_

**B. Vehicle and Equipment Washing** (Check all that were observed/determined):

- Vehicle and/or equipment washing occurs at the corporation yard, if not skip to next section**
  - Washing activities are located under a roof or in a building equipped with a municipal sewer connection
  - Vehicle washing area is adequately sized for vehicles being washed and to minimize drag-out from washed vehicles so there is no flow to storm drain inlets
  - All vehicle washing systems are maintained and cleaned out on a regular schedule
  - Outdoor equipment washing occurs and the following BMPs are used:
    - Wash area is paved and surrounded by berms or graded to prevent washwater from flowing off and stormwater from adjoining areas from flowing onto the wash area
    - Wash area is sloped to collect washwater
    - Washwaters drain to a dead-end sump or an oil-water separator connected to sanitary sewer
  - Describe any improvements needed: \_\_\_\_\_

**C. Vehicle and Equipment Maintenance and Repair** (Check all that were observed/determined):

- Vehicle and/or equipment maintenance occurs at corporation yard, if not skip to next section**
  - Vehicle and/or equipment maintenance are conducted indoors whenever feasible
  - Drain and drip pans or open containers of fluids are not left lying around
  - Vehicle and/or equipment maintenance and repair area is swept at least weekly

- Drip pans are used under leaky vehicles and equipment, and absorbent pads and materials are used as appropriate
- All fluids from wrecked vehicles are drained immediately using an adequately sized drain or drip pan
  - Not able to determine during inspection
- Used absorbent material from cleaning small spills is promptly and properly removed
- Vehicle and equipment maintenance are not performed outdoors during rain events unless required by emergency conditions
  - Not able to determine during inspection
- If temporary work must be conducted outdoors, a tarp, ground cloth, or drip pan is placed under the vehicle or equipment to capture spills and drips
  - Not able to determine during inspection
- Describe any improvements needed: \_\_\_\_\_

**D. Fuel Dispensing** (Check all that were observed/determined):

- Fuel dispensing occurs at the corporation yard, if not skip to the next section**
- Fuel dispensing area is covered by a roof or canopy so that rainwater cannot contact the fueling area
- Fueling area is paved with Portland cement (or an equivalent smooth, impervious surface) with a 2 to 4% slope to prevent ponding, and it is separated by a grade break from the rest of the site
- Signs are posted to remind employees not to top off fuel tank
- Current spill response plan is available for fuel dispensing
- Fueling area is inspected daily during use and any deficiencies found are corrected
- Describe any improvements needed: \_\_\_\_\_

**E. Municipal Vehicle, Heavy Equipment, and Employee Parking** (Check all that were observed/determined):

- Parking lots are swept at least weekly to prevent accumulation of trash and litter
- When surface cleaning is conducted, BASMAA's "Pollution from Surface Cleaning" BMPs are used
  - Not able to determine during inspection
- Paving and other equipment that has the potential to drip have drip pans or absorbent materials placed under the equipment to contain any leaks or spills
- Heavy equipment is inspected for leaks during each work day and repairs are made as soon as possible
- Drip pans or absorbent material are used under leaking vehicles and equipment until repairs are made
- Parking lots are inspected at least weekly to assure BMPs are used
- Describe any improvements needed: \_\_\_\_\_

**F. Waste and Recycling Storage** (Check all that were observed/determined):

- Dumpster and waste recycling areas are inspected, swept, and picked up daily during work days
- Rubbish and recyclables that have been collected from streets and storm drains are stored under a roof or cover, if possible

- Street sweeping waste and materials removed during storm drain cleaning are stored on a concrete or asphalt pad in a contained area. Water including decanted water from collected wastes drains to sanitary sewer or is allowed to evaporate so it doesn't flow to storm drain inlets
- Hazardous wastes are stored in compliance with hazardous waste regulations
- Describe any improvements needed: \_\_\_\_\_

**G. Outdoor Material Storage** (Check all that were observed/determined):

- Material is stored outdoors at corporation yard, if not do not complete this section**
- To the extent feasible materials that must be stored outside are stored in a roofed area that is bermed to prevent contact with stormwater
- Stockpiles of raw materials that cannot be stored under a roof are kept covered when the material is not being used
- If stockpiles are so large that they cannot feasibly be stored under a roof or covered, erosion control BMPs are used at the perimeter of the stockpile and sediment controls BMPs at downstream storm drain inlet(s)
- Fluids are stored within secondary containment to prevent accidental release
- Caution and control are used when transferring liquids to minimize spills
  - Not able to determine during inspection
- Containers are kept out of pooled or standing water
  - Not able to determine during inspection
- Storage areas are inspected regularly to detect any leaks and spills
- Describe any improvements needed: \_\_\_\_\_

Additional Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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\_\_\_\_\_



City of \_\_\_\_\_

## Stormwater Pump Station Form Inspections & Dry Season DO Monitoring

Date: \_\_\_\_\_

Time: \_\_\_\_\_

Staff Name: \_\_\_\_\_

Pump Station: \_\_\_\_\_

**DISSOLVED OXYGEN MONITORING** (Use this portion of the form for dry season<sup>1</sup> DO monitoring and needed follow up corrective actions if DO level(s) are at or below 3 mg/l).

**DO Monitoring Type (check one):**

Routine Dry Season	Follow up Testing after Implementing Corrective Actions <sup>2</sup>
--------------------	--

**Location of DO Testing (check one):**

Pump Station Forebay	Discharge Flow while Pump(s) Are Being Operated	Other – Describe
----------------------	---	------------------

**DO Value (mg/L):**

**Temperature (optional)**

\_\_\_\_\_

\_\_\_\_\_

**Corrective Action/s (check all that apply):**

None Needed, DO Levels OK	Re-circulate Wet Well Water
Adjust Float Level	Clean Wet Well
Deploy Temporary Aeration Device (Wet Well)	Install Permanent Aeration Device (Wet Well)
Deploy Temporary Aeration Structure/s (Outfall)	Install Permanent Aeration Structure/s (Outfall)
Other (Describe):	

**Comments:**

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<sup>1</sup> Dry season is undefined in the MRP's Glossary, but it could be assumed to be May 1 through September 30.

<sup>2</sup> For DO monitoring after implementing corrective actions, the DO monitoring interval must occur weekly until two weekly samples are above 3 mg/L.



City of \_\_\_\_\_

## Stormwater Pump Station Form Inspection & Dry Season DO Monitoring

**PUMP STATION INSPECTION INFORMATION** (Use this portion of form to document inspections).

**Inspection Type** (check all that apply):

Wet season <sup>3</sup>	Dry season DO testing	Dry weather <sup>4</sup> collection system screening
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**Catchment Area Type (If Known, Estimate Percent of Land Use for Each Type Listed Below):**

Industrial	Commercial	Residential	Park and Open Space
------------	------------	-------------	---------------------

**OBSERVATIONS** (check all that apply):

**Trash**

Not Present	Present
-------------	---------

If trash present, visually estimate the quantity	_____ no. of 32-gallon bags
--	-----------------------------

**Odor**

Absent	Present
--------	---------

**Color**

Absent	Present
--------	---------

**Turbidity**

Not Detected	Low	Medium	High
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**Hydrocarbon Sheen**

Not Detected	Low	Medium	High
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**WASTES REMOVED FROM PUMP STATION:**

Estimate the volume or mass of waste materials removed, if any, from the pump station:

**Comments** (Include information about any illicit discharges and illegal dumping problems found):

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<sup>3</sup> Wet season is defined in the MRP's Glossary as "October 1 through April 30 of each year." Wet season inspections must occur 2x per year on the first business day after 1/4-inch & larger storm events that have been preceded by no rainfall for a minimum of a two week antecedent period.

<sup>4</sup> Dry weather is defined in MRP's Provision C.5.e.ii as "meaning no significant rainfall within the past 3 weeks."

## Sources of Stormwater BMP Information for Maintenance Activities Listed in MRP's Provision C.2

MRP-Required Maintenance Activity	BMP References		Comments
	CASQA Stormwater BMP Handbook Municipal 2003 - BMP Fact Sheets	Caltrans Storm Water Quality Handbook Maintenance Staff Guidance 2003	
<i>Website locations</i>	<a href="http://www.cabmphandbooks.com/Municipal.asp">http://www.cabmphandbooks.com/Municipal.asp</a>	See below <sup>1</sup>	
BMPs for street and road repair maintenance activities, such as asphalt/concrete removal, cutting, installation, and repair (MRP's Provision C.2.a)	<b>Road and Street Maintenance SC-70</b> BMP Fact Sheet includes the following sections: pavement marking; concrete installation and repair; patching, resurfacing, and surface sealing; and equipment cleaning maintenance and storage	Caltrans' pavement maintenance BMPs are described in " <b>A Family Flexible Pavement</b> " and " <b>B Family Rigid Pavement</b> " (Appendix B). Additional BMPs are described in " <b>Paving Operations Procedures</b> " (Appendix C).	Both references contain detailed information about appropriate stormwater pollution prevention BMPs for use when maintaining and repairing pavement.
Sidewalk/plaza maintenance and pavement washing, such as mobile cleaning, pressure washing operations at parking lots and garages, trash areas, fueling areas, and sidewalk and plaza cleaning (Provision C.2.b)	<b>Plaza and Sidewalk Cleaning SC-71</b> Fact Sheet contains suggested protocols for surface cleaning. <b>Vehicle and Equipment Fueling SC-20</b> Fact Sheet includes BMPs for cleaning fueling areas; and <b>Parking/Storage Area Maintenance SC-43</b> describes BMPs for cleaning these areas.	Caltrans' guidance does not contain information on pavement washing and pressure cleaning.	BASMAA's surface cleaning BMPs <a href="http://www.basmaa.org/">http://www.basmaa.org/</a> are more detailed than CASQA's. <u>MRP specifically requires use of BASMAA's BMPs (Provision C.2.b).</u>
Graffiti removal conducted in a way that prevents non-stormwater and washwater discharges to storm drains (Provision C.2.c)	<b>Plaza and Sidewalk Cleaning SC-71</b> Fact Sheet has sections describing BMPs under Graffiti Removal and Paint and Paint Removal under Bridge and Structure Maintenance.	Caltrans' guidance contains BMPs for use during graffiti removal under " <b>D Family Litter/Debris/Graffiti.</b> "	Both references contain similar information.
Corporation yards for activities, such as inspecting corporation yards; plumbing vehicle and equipment wash areas to the sanitary sewer; using dry clean up methods when cleaning debris and spills; and storing materials outdoors (Provision C.2.f)	<b>Vehicle and Equipment Fueling SC-20;</b> <b>Vehicle and Equipment Cleaning SC-21;</b> <b>Vehicle and Equipment Repair SC-22;</b> <b>Outdoor Storage of Raw Materials SC-23;</b> <b>Waste Handling &amp; Disposal SC-34;</b> <b>Parking and Storage Area Maintenance SC-43;</b> and <b>Outdoor Container Storage SC-31</b>	Caltrans' guidance covers BMPs associated with maintenance facilities under " <b>T Family Management and Support:</b> " Many maintenance facility types of activities and BMPs are also contained in <b>Appendix C: C.13 Waste Management; C.14 Materials Handling; C.15 Vehicle and Equipment Operations; C.17 Stockpile Management.</b>	Both references were used to create the Countywide Program's "Template: Site Specific Stormwater Pollution Prevention Plan for Corporation Yard/Maintenance Facility."

<sup>1</sup> <http://www.google.com/search?hl=en&source=hp&biw=1003&bih=511&q=caltrans+stormwater+quality+handbook&aq=1&aqi=g4&aql=&oq=caltrans+stormwater>



**San Mateo Countywide Water Pollution Prevention Program  
Parks Maintenance & IPM Work Group Attendance List FY 2010/11**

MUNICIPALITY	REPRESENTATIVE	Contact Information		Attendance			
		Email	Phone	24-Aug	26-Oct	Feb Training Workshop <sup>1</sup>	4-May
Atherton	Mike Anderson	<a href="mailto:manderson@ci.atherton.ca.us">manderson@ci.atherton.ca.us</a>	650/752-0541			0	
Belmont	Daniel Ourtiague	<a href="mailto:dourtiague@belmont.gov">dourtiague@belmont.gov</a>	650/595-7441			0	
Brisbane	Don McClymond	<a href="mailto:dmcclymond@brisbanca.ca.us">dmcclymond@brisbanca.ca.us</a>	415/716-0105	√		3	√
Burlingame	Greg Foell	<a href="mailto:gfoell@burlingame.org">gfoell@burlingame.org</a>				7	
Colma	Phil Scramaglia	<a href="mailto:phil@csgengr.com">phil@csgengr.com</a>				1	
	Louis Gotelli	<a href="mailto:Louis.Gotelli@colma.ca.gov">Louis.Gotelli@colma.ca.gov</a>	650/333-0295				
Daly City	Paul Thompson	<a href="mailto:pthompson@dalycity.org">pthompson@dalycity.org</a>	650/991-8006	√	√	5	√
East Palo Alto	Jay Farr	<a href="mailto:jfarr@cityofepa.org">jfarr@cityofepa.org</a>	650/853-3105		√	0	
Foster City	Dorte Drastrup	<a href="mailto:ddrastrup@fostercity.org">ddrastrup@fostercity.org</a>	650/286-3553	√	√	2	√
Half Moon Bay	Charlie Voos	<a href="mailto:cvoos@hmbcity.com">cvoos@hmbcity.com</a>	650/504-8142			1	
Hillsborough	Gary Francis	<a href="mailto:gfrancis@hillsca.org">gfrancis@hillsca.org</a>	650/375-7506			1	
Menlo Park	David Mooney	<a href="mailto:damooney@menlopark.org">damooney@menlopark.org</a>	650/330-6794		√	0	
Millbrae	Russell Clark		650/259-2481			0	
Pacifica	Ron Fascenda	<a href="mailto:fascendar@ci.pacifica.ca.us">fascendar@ci.pacifica.ca.us</a>	650-738-3760	√	√	6	√
Portola Valley	Josh Maierle	<a href="mailto:JMaierle@portolavalley.net">JMaierle@portolavalley.net</a>	650/851-1700, Ext.21			1	
Redwood City	Valerie Matonis	<a href="mailto:vmatonis@redwoodcity.org">vmatonis@redwoodcity.org</a>	650/780-7280		√	12	√
	Beth Ross	<a href="mailto:bross@redwoodcity.org">bross@redwoodcity.org</a>	650/780-5917	√			
San Bruno	Steve Freitas	<a href="mailto:sfreitas@ci.sanbruno.ca.us">sfreitas@ci.sanbruno.ca.us</a>	650/616-7196			9	
	Rene Walsh	<a href="mailto:Rwalsh@ci.sanbruno.ca.us">Rwalsh@ci.sanbruno.ca.us</a>	650/616-7193				
San Carlos	Guy Wallace	<a href="mailto:guywallace@cityofsancarlos.org">guywallace@cityofsancarlos.org</a>	650/802-4144	√		0	√
	Frank Rivera						
San Mateo	Vern Bessey	<a href="mailto:vbessey@cityofsanmateo.org">vbessey@cityofsanmateo.org</a>	650/522-7342	√	√	8	√
	Shelli St. Clair	<a href="mailto:ssclair@cityofsanmateo.org">sstclair@cityofsanmateo.org</a>	650/522-7388				√
	Mike Blondino	<a href="mailto:mblondino@cityofsanmateo.org">mblondino@cityofsanmateo.org</a>					
San Mateo Co. Parks	Pamela Noyer	<a href="mailto:pnoyer@co.sanmateo.ca.us">pnoyer@co.sanmateo.ca.us</a>			√	6	
	Jeff Pacini						
Agriculture Weights and Measures	Ronald Pummer	<a href="mailto:rpummer@co.sanmateo.ca.us">rpummer@co.sanmateo.ca.us</a>	650/363-4700			2	
	Jeremy Eide	<a href="mailto:jeide@co.sanmateo.ca.us">jeide@co.sanmateo.ca.us</a>	650/363-4700	√	√		
	Koren Widdel						√
Public Wks	Steve Fischer					3	√
	Jeff Pacini	<a href="mailto:JPacini@rcn.com">JPacini@rcn.com</a>					
South San Francisco	David Venturini	<a href="mailto:david.venturini@ssf.net">david.venturini@ssf.net</a>	650/829-3834			6	
	Norman Gok						
	Brian Brunelli						
Woodside	Eunejune Kim	<a href="mailto:EKim@woodsidetown.org">EKim@woodsidetown.org</a>	650/851-6790			0	
Regional Bd	Janet O'Hara	<a href="mailto:JOhara@rb2.swrcb.ca.gov">JOhara@rb2.swrcb.ca.gov</a>	510/622-5681				√
EOA	Fred Jarvis	<a href="mailto:fejarvis@eoainc.com">fejarvis@eoainc.com</a>	510/832-2852 x111	√	√	√	√
	Vishakha Atre	<a href="mailto:vatre@eoainc.com">vatre@eoainc.com</a>	408/720-8811				
Program	Matt Fabry	<a href="mailto:mfabry@ci.brisbane.ca.us">mfabry@ci.brisbane.ca.us</a>	415/508-2134				√

Notes:

<sup>1</sup> Number indicates number of attendees from jurisdiction at the workshop.

F:\Sm0x\Sm02.01\park maint & ipm\meetings\[P&R Attendance201011.xls]Sheet1



**AGENDA**  
**Integrated Pest Management Workshop**  
**SMCWPPP Parks Maintenance and IPM**  
**Mission Blue Center**  
**February 24, 2011**  
**11:00 a.m. – 3:00 p.m.**

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<b>Lunch</b> <i>Registration</i>	11:00 – 11:30
<b>Welcoming Remarks</b>	11:30 – 11:35
<b>Gopher Control</b> Steven Hebert, <i>Swat Pest Control</i>	11:35 – 12:15
<b>Recycled Water Management</b> Courtney Rubin, <i>City of Redwood City</i>	12:15 – 12:45
<b>GreenPro Certification</b> Bill Gaither, <i>Pest Control Operators of California</i>	12:45 – 1:30
<b>Break</b>	1:30 – 1:40
<b>Invasive Weed Detection and Control</b> John Beall, <i>San Mateo County Agricultural Weights and Measures</i>	1:40 – 2:10
<b>Respirator Regulatory Refresher and Online Pesticide Use Reporting</b> Jeremy Eide, <i>San Mateo County Agricultural Weights and Measures</i>	2:10 – 2:55
<b>Closing Remarks</b>	2:55 – 3:00

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2011 IPM Workshop February 24 Sign-in Sheet

Check	Last name	First name	Municipality	Credits
X	Aizawa	Brian	Redwood City	x
X	Alvarez	Priscilla	County Parks	x
	Arzaga	Andrew	South San Francisco	x
X	Avtonomoff	Brad	Pacifica	x
X	Barros	Dan	San Bruno	x
	Baston	Linda	Brisbane	x
X	<b>Beall</b>	<b>John</b>	Co. Ag	
X	Bergstrom	Paul	Loral Landscaping	x
X	Bond	Frank	Redwood City	x
X	Braas	Kelley	Daly City	x
	Bray	Dennis	Daly City	x
X	Brunelli	Brian	South San Francisco	x
X	Bustos	Dave	Daly City	x
X	Cerini	Larry	San Bruno	x
X	Clark	Aren	Pacifica	x
X	Delacruz	Jesse	Daly City	x
X	Delaney	James	Burlingame	x
	Delasarte	Ernie	Pacifica	x
X	Del Carlo	Matthew	County Parks	x
X	Disco	Bob	Burlingame	x
X	Drastrup	Dorte	Foster City	x
X	<b>Eide</b>	<b>Jeremy</b>	Co. Ag	
X	Elissetche	J.P.	Pacifica	x
X	Espinosa	Alex	Redwood City	x
	Espinosa	Francisco	Redwood City	x
X	Evans	Mark	Burlingame	x
X	Farias	Jose	Redwood City	x
X	Fascenda	Ron	Pacifica	x
X	Fitch	Robert	County Public Works	x
X	Flick	Matt	Pacifica	x
X	Francis	Gary	Hillsborough	
X	Frank	Kevin	Half Moon Bay	x
	Friars	Joe	Brisbane	x
X	Fukudome	Glenn	Redwood City	x
X	<b>Gaither</b>	<b>Billy</b>	PCOC	
X	Gotelli	Louis	Colma	x
X	Gotthardt	Garrett	Foster City	x
X	Grunwald	Kingsley	San Mateo	x
X	Hallett	Ed	County Parks	
X	<b>Hebert</b>	<b>Steven</b>	Swat! Pest Control	
X	Herbert	Dominique	Redwood City	x
X	Hernandez	Martin	Redwood City	x
	Herzberg	Sam	County Parks	x
X	Hollis	Michael	Redwood City	x

2011 IPM Workshop February 24 Sign-in Sheet

	Holtz	Richard	Burlingame	x
X	Hovland	Christina	EOA	
X	Jarvis	Fred	EOA	
X	Kang	Ty	County Parks	x
X	Komin	Kai	South San Francisco	x
X	Kovac	Tom	San Mateo	x
X	Lidwell	Mark	South San Francisco	x
X	Lombardi	Scott	County Parks	x
X	Louie	Donald	South San Francisco	x
X	Lu	Quan	EOA	
X	Macias	Tony	Pacifica	x
X	Mailau	Paul	Burlingame	x
X	Martinez	Jose	San Mateo	x
	Matonis	Valerie	Redwood City	x
X	McClymond	Don	Brisbane	x
X	McLinden	Rich	Burlingame	x
X	Mejia	Chris	Burlingame	x
X	Mitchell	Cynthia	Redwood City	x
X	Morena	Daniel	Redwood City	x
X	Moreno	Leonardo	Redwood City	x
X	Neihuser	Paul	San Bruno	x
X	Ortiz	Andres	San Mateo	x
X	Pacelli	Frank	South San Francisco	x
X	Palmi	Mari	San Bruno	x
X	Pimentel	Scott	County Public Works	x
X	Reed	Bruce	San Mateo	x
X	Richmond	Tim	Brisbane	x
X	Rosewicz	John	San Bruno	x
X	<b>Rubin</b>	<b>Courtney</b>	Redwood City	
	Rubio	Elga Perez	San Mateo	x
X	Schiavone	Sam	San Mateo	
X	Scott	Kevin	County Parks	x
X	Shoblo	Dolan	Brisbane	x
X	Stipp	Randy	Daly City	x
	Stupi	Don	South San Francisco	x
X	Soulard	Mark	San Mateo	x
X	Thompson	Paul	Daly City	x
X	Thompson	Tim	San Bruno	x
X	Trewin	John	County Parks	x
X	Vaplon	Richard	Burlingame	x
X	Vetter	Steve	San Bruno	x
X	Walsh	Rene	San Bruno	x
X	Wheeler	Howard	Loral Landscaping	x
X	Weber	Scott	Portola Valley	x
X	Wilson	Jerry	San Bruno	x

2011 IPM Workshop February 24 Sign-in Sheet

X	Witkowski	Eric	South San Francisco	x
X	Zumba	Tony	San Mateo	x



**2011 Integrated Pest Management Workshop  
February 24, 2011**

**SUMMARY OF WORKSHOP EVALUATIONS**

**Total Number of Evaluations: 34 (43% response)**

**Total Number of Attendees: 80\***

*\*Number includes 72 attendees and 8 speakers and staff.*

*What did you think of the following presentations?*

**Gopher Control –**

Steven Hebert

28-Very helpful

6-Somewhat helpful

0-Not helpful

0-No answer

Comments:

Excellent!

**Recycled Water Management –**

Courtney Rubin

14-Very helpful

17-Somewhat helpful

3-Not helpful

0-No answer

**GreenPro Certification –**

Billy Gaither

4-Very helpful

19-Somewhat helpful

10-Not helpful

1-No answer

**Invasive Weed Detection and Control –**

John Beall

20-Very helpful

14-Somewhat helpful

0-Not helpful

0-No answer

**Respirator Regulatory Refresher and Online Pesticide Use Reporting –**

Jeremy Eide

24-Very helpful

5-Somewhat helpful

2-Not helpful

3-No answer

**Did this workshop meet your expectations?**

Yes: 27

No: 1

Somewhat: 1

No Answer: 5

**Suggestions for future workshop topics**

Situation of the Bay (good, bad, etc.)

Surprise us. Just keep Gopher Control – Steven Hebert on the next agenda!!!

Project leaders for state Clapper Rail survey. Alien Cordgrass eradication projects.

Not many use respirators anymore; more lawn, weed, rodent control issues.

IPM – how to save/reduce water use, drought tolerant plants, rocks, chips, etc. IPM –ways to reduce pesticide use, any new methods, etc.

Master composting, Green Gardener Arborist/Trees and water, benefits of mulching, review of Best Management Practices.

Water use regulations (irrigation).

SPECIFICS – worst weeds, most comment weeds AND how/when to treat them; successes/failures; SM Co. policies; how to control weeds among sensitive species  $\implies$  Jeremy covered it!

### **General Comments**

Thanks (2)

Past programs have been stronger.

You always do a great job. I always enjoy coming to this. Keep up the good work, and thanks for your time.

Helpful topics. Breaks between speakers. Better ventilation in building.

Need better sound system.

Good

Good workshop. Was here in '10 hope to be back in '12.

More lighting on guest speakers. Too dark in the room. Great workshop. Great food and drinks!

Good info.

Don't bring Bill Gaither back, he basically read his slides to us.

Speakers should have their own presentation prepared and not just read someone else's powerpoint word for word!



## **San Mateo Countywide Water Pollution Prevention Program Updated Model Integrated Pest Management (IPM) Policy**

### **GOAL**

The [City/County of \_\_\_\_] seeks to protect the health and safety of its employees and the general public, the environment and water quality, as well as to provide sustainable solutions for pest control through the reduced use of pesticides on property including buildings owned or managed by the City/County by applying Integrated Pesticide Management principles and techniques. The municipal regional stormwater permit requires that the [City/County of \_\_\_\_] minimize reliance on pesticides that threaten water quality.

### **REQUIRED USE OF INTEGRATED PEST MANAGEMENT**

Employees implementing pest management controls will use Integrated Pest Management (IPM) techniques that emphasize non-pesticide alternatives. Pesticides will only be used after careful consideration of non-chemical alternatives and then the least toxic chemicals that are effective shall be used. Pest control contractors hired by the [City/County] are required to implement IPM to control pests. This will be achieved by hiring only IPM-certified pest control contractors or by including contract specifications requiring contractors to implement IPM methods.

The [City/County] will establish written standard operating procedures for pesticide use to ensure implementation of this IPM policy and to require municipal employees and pest control contractors to comply with the standard operating procedures.

The [City/County] will track employee and contractor pesticide use and prepare an annual report summarizing pesticide use and evaluating pest control activities performed consistent with the municipal regional stormwater permit's requirements.

The [City/County] will review its purchasing procedures, contracts or service agreements with pest control contractors and employee training practices to determine what changes, if any, need to be made to support the implementation of this IPM Policy.

The [City/County] will perform educational outreach and/or support Countywide or regional efforts to educate residential and commercial pesticide users on a) goals and techniques of IPM, and b) pesticide related water quality issues consistent with the municipal regional stormwater permit's requirements.

The IPM-based hierarchical decision making process that will be used to control pests will include the following:

1. Based on field observations evaluate locations and sites where pest problems commonly occur to determine pest population, size, occurrence, and natural enemy population, if present. Identify conditions that contribute to the development of pest populations, and decisions and practices that could be employed to manage pest populations



2. Design, construct, and maintain landscapes and buildings to reduce and eliminate pest habitats;
3. Modify management practices including watering, mulching, waste management, and food storage to discourage the development of pest population;
4. Modify pest ecosystems to reduce food, water sources, and harborage;
5. Prioritize the use of physical controls such as mowing weeds, using traps, and installing barriers;
6. Use biological controls to introduce or enhance a pests' natural enemies;
7. When pest populations reach treatment thresholds (based on how much biological, aesthetic, economic or other damage is tolerable) non-pesticide management activities will be evaluated before considering the use of pesticides;
8. When pesticides are necessary, select reduced risk pesticides and use the minimum amounts needed to be effective;
9. Apply pesticides at the most effective treatment time, based on pest biology, monitoring, and other variables, such as weather, seasonal changes in wildlife use, and local conditions; and
10. Whenever possible, use pesticide application methods, such as containerized baits, that minimize opportunities for mobilization of the pesticide in stormwater runoff.

Departments performing pest management activities will identify an IPM coordinator who is responsible for assisting staff with implementation of this IPM policy.

#### BACKGROUND

Pesticides are defined as: any substance or mixture of substances intended for preventing, destroying, repelling, or mitigating any pest. Pests can be insects, rodents and other animals, unwanted plants (weeds), bacteria or fungi. The term pesticide applies to herbicides, fungicides, insecticides, rodenticides, molluscicides and other substances used to control pests.

Integrated Pest Management (IPM) is an ecosystem-based strategy that focuses on long-term prevention of pests or their damage through a combination of techniques such as biological control, habitat manipulation, modification of cultural practices, and use of resistant varieties. Pesticides are used only after monitoring indicates they are needed according to established guidelines, and treatments are made with the goal of removing only the target organism. Pest control materials are selected and applied in a manner that minimizes risks to human health, beneficial and nontarget organisms, and the environment.

IPM techniques could include biological controls (e.g., ladybugs and other natural enemies or predators); physical or mechanical controls (e.g., hand labor or mowing, caulking entry points to buildings); cultural controls (e.g., mulching, alternative plant type selection, and enhanced cleaning and containment of food sources in buildings); and reduced risk chemical controls (e.g., soaps or oils).

[City/County] owned or managed property/facility includes but is not limited to parks and open space, golf courses, roadsides, landscaped medians, flood control channels and other outdoor areas, as well as municipal buildings and structures.

## Example City Council Report

Regular Business: Adopt the Updated Integrated Pest Management Policy

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### RECOMMENDATION

Staff recommends that the **City Council**:

Review and approve Resolution #X, adopting an updated Integrated Pest Management Policy

### BACKGROUND

In 2003, the **City** approved Resolution #Y, adopting an integrated pest management (IPM) policy in accordance with the State's 1999 stormwater requirements to develop performance standards for municipal pest management. The 2003 policy was based on a template developed by the San Mateo Countywide Water Pollution Prevention Program (Countywide Program) and was adopted by most jurisdictions in the county.

The San Francisco Bay Regional Water Quality Control Board (Water Board) adopted a municipal regional stormwater permit (MRP) in October 2009, requiring the **city** and each of the other 75 public agencies covered by the MRP to implement pesticide control programs to minimize reliance on pesticides that pose a threat to water quality and require IPM in municipal operations and on municipal property (MRP Provision C.9).

The **City** was required to submit its existing IPM policy to the Water Board as part of its annual stormwater report in September 2010. Water Board staff indicated in a February 10, 2011 memorandum that the policy adopted by San Mateo jurisdictions did not meet the MRP's requirements because it was expressed as recommendations and not requirements. In addition, the existing 2003 version of the IPM policy lacked specificity about the hierarchical decision-making process and multi-step approach that should be used to control pests and, only where and when needed, address problems using the least toxic pesticides. In May 2011, Water Board staff expressed its intent to issue Notices of Violation to municipalities that did not adopt updated IPM policies.

In response to these reported deficiencies, the Countywide Program's Parks Maintenance and IPM Work Group developed an updated version of the model IPM policy, incorporating input from both the San Mateo County Agricultural Commissioner and Water Board staff.

### DISCUSSION

The primary changes to the 2003 version of the IPM policy were to incorporate more specificity and clarify IPM is not a recommended activity, but a description of the city's commitment to minimize the use of pesticides that threaten water quality.

More specificity was incorporated into the updated IPM policy by incorporating ten steps that will be followed to control pests through a process that includes pest prevention, biological and habitat controls, and chemical controls when needed using reduced risk pesticides at the minimum amounts needed to be effective.

In addition, the MRP's requirements that are included in the updated version of the IPM policy include the following:

1. Clarify that the pesticides of concern are those that threaten water quality. The MRP contains a list of these pesticides.
2. Commit the **city** to establishing written standard operating procedures for pesticide use to ensure implementation of the IPM policy and to require employees and pest control contractors to comply with the standard operating procedures.
3. Track the use of pesticides and summarize this information in the annual municipal stormwater report consistent with the MRP's requirements.
4. Review purchasing procedures and service agreements with pest control contractors to determine what changes, if any, may be needed to support the implementation of the IPM policy.

In accordance with Item 2, above, the Countywide Program's Parks Maintenance and IPM Workgroup developed written standard operating procedures for pesticide use that can be customized for utilization by each agency. **The City is already implementing those procedures.** Also, at the suggestion of Water Board staff and similar to other IPM policies adopted in the Bay Area, the IPM policy states that each department that performs pest management activities will identify an IPM coordinator who will be responsible for assisting staff to implement the city's IPM policy.

## **FISCAL IMPACT**

The costs associated with adopting and implementing the updated IPM policy are considered to be negligible because the **city** has an existing IPM policy. The updated policy mainly adds specificity to the existing IPM policy so that the **city's** hierarchical pest control decision-making process is clear and consistent with the MRP requirements. In addition, by adopting an updated policy meeting MRP requirements, the **City** will likely avoid future enforcement actions that could include financial penalties based on Water Board staff's determination that the 2003 version of the IPM policy was inadequate.

## **ATTACHMENTS**

1. Resolution #**X**
2. IPM Policy

## **RESOLUTION #X**

### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF X ADOPTING AN UPDATED INTEGRATED PEST MANAGEMENT POLICY**

**WHEREAS**, the Environmental Protection Agency, under the 1987 amendments to the Federal Clean Water Act, imposed regulations mandating local governments control and reduce the amount of stormwater pollutant runoff into receiving waters through compliance with municipal stormwater permits issued under the National Pollutant Discharge Elimination System (NPDES);

**WHEREAS**, under the authority of California Porter-Cologne Water Quality Control Act, the State Water Resources Control Board delegated authority to the Regional Water Quality Control Boards to issue NPDES permitting requirements upon counties and cities;

**WHEREAS**, in October 2009, the San Francisco Bay Regional Water Quality Control Board adopted a Municipal Regional Stormwater Permit (MRP) under the NPDES program;

**WHEREAS**, the MRP includes specific requirements mandating municipalities adopt Integrated Pest Management policies to limit water quality impacts from municipal pest management activities;

**WHEREAS**, the **City of X** seeks to protect the health and safety of its employees and the general public, the environment and water quality, as well as provide sustainable solutions for pest control, through the reduced use of pesticides on property owned or managed by the City to the maximum extent practicable;

**NOW, THEREFORE, BE IT RESOLVED** by the **City** Council of the **City of X** that the attached Integrated Pest Management Policy be adopted and implemented by all appropriate **city** departments and contractors.

### Trash Work Group Meeting Attendance – FY 2010/11

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Alberto d'Jovza	City of Belmont						
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Shoshana Wolff	City of So. San	(650) 829-3880	shoshana.wolff@ssf.net	√			
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John Michels	Caltrans	(510) 622-5996	john_michels@dot.ca.gov		√		
Fred Jarvis	EOA, Inc.	(510) 832-2852	Fejarvis@eoainc.com	√	√	√	√
No. Attending				12	17	12	21

# APPENDIX B

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**New Development Subcommittee**  
**FY 2010/11 Meeting Attendance**

Representing	Name	Phone Number	Meetings Attended						
			Aug	Oct	Dec	Feb	Mar	Apr	Jun
Atherton	Duncan Jones	650/752-0532	✓	✓	✓				
	David Huynh	650/752-0555				✓	✓	✓	
Belmont	Gilbert Yau	650/595-7467		✓	✓		✓	✓	✓
	Damon DiDonato		✓						
	Dalia Corpus	650/595-7468	✓	✓		✓			✓
Brisbane	Matt Fabry (Program Coordinator)	415/508-2134	✓	✓	✓	✓		✓	✓
Burlingame	Kiley Kinnon	650/342-3727	✓	✓	✓	✓	✓	✓	✓
	Jane Gomery							✓	
Colma	Muneer Ahmed	650/757-8894	✓	✓	✓	✓	✓	✓	✓
Daly City	Jeanne Naughton	650/991-8033	✓	✓	✓	✓	✓	✓	✓
East Palo Alto	Lucy Chen	650/853-3189							
EOA	Laura Prickett	510/832-2852 x 123	✓	✓	✓	✓	✓		✓
	Fred Jarvis	510/832-2852 x 111						✓	
Foster City	Norm Dorais	650/286-3279							
	Curtis Banks		✓						
Half Moon Bay	Steve Flint						✓		
	Muneer Ahmed	650/757-8894	✓	✓	✓	✓	✓	✓	✓
Hillsborough	Jen Chen	650/375-7488			✓	✓	✓		
	Catherine Chan	650/579-3353	✓	✓				✓	✓
Menlo Park	Shaun Mao	650/330-6753	✓	✓	✓	✓	✓	✓	✓
	Virginia Parks	650/330-6752							
Millbrae	Khee Lim	650/259-2347	✓						
	Anthony Riddell			✓					
	Tanya Benedik			✓		✓			
	Catherine Barber	650/259-2336							
Pacifica	Elizabeth Claycomb	650/738-7361	✓						✓
	Christina Horrisberger	650/738-7444							
Portola Valley	Leslie Lambert	650/851-1700 x12	✓						
	Chey Anne Brown	650/851-1700	✓		✓				✓
Redwood City	Paul Willis	650/780-7219		✓		✓	✓		✓
San Bruno	Laura Russell	650/616-7038	✓	✓	✓	✓	✓	✓	✓
San Carlos	Gavin Moynahan	650/802-4267	✓	✓	✓	✓	✓	✓	✓
San Mateo	Martin Quan	650/522-7330		✓					
	Ken Pacini	650/522-7333		✓	✓	✓	✓	✓	✓
County of San Mateo	Camille Leung	650/363-1826	✓			✓		✓	✓
	Erica Adams	650/363-1828			✓				
	Diana Shu					✓			
South S.F.	Cassie Prudhel	650/829-3840							✓
	Daniel Fulford		✓		✓				
	Rob Lecel	650/829-3882		✓		✓		✓	
Woodside	Gratien Etchebehere	650/851-6790							

*New Development Subcommittee*

*FY 2006/07 Attendance*

<b>Representing</b>	<b>Name</b>	<b>Phone Number</b>	<b>Meetings Attended</b>						
			<b>Aug</b>	<b>Oct</b>	<b>Dec</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>Jun</b>
Water Board	Sue Ma								

# C.3 Stormwater Technical Guidance

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*For use by developers, builders and project applicants to design and build low impact development projects*

October 20, 2010



SAN MATEO COUNTYWIDE  
**Water Pollution  
Prevention Program**

Clean Water. Healthy Community.

[www.flowstobay.org](http://www.flowstobay.org)

Version 2.0

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## **Municipal Staff Briefing:**

# **O&M Verification Inspection Requirements for Stormwater Treatment Measures and Hydromodification Management Controls**

**Tuesday, October 5, 2010**

**3:30 – 4:30 PM**

Redwood Shores Library

Meeting Rooms A & B

399 Marine Parkway, Redwood City

**Who should attend:** Municipal staff members with supervisory authority for making applicable staffing decisions.

**Purpose of briefing:** The briefing is intended to:

- ✓ Inform staff of the Municipal Regional Stormwater Permit requirement to implement, by December 1, 2010, a program for operation and maintenance (O&M) verification inspections of stormwater treatment measures and hydromodification management (HM) controls
- ✓ Provide tools to help meet this requirement

**Topics covered:** You will be briefed on

- ✓ Minimum O&M verification inspection requirements in the Municipal Regional Stormwater Permit
- ✓ Specific tasks that will need to be conducted
- ✓ Staffing decisions needed to implement O&M verification inspection plans
- ✓ The O&M verification inspection plan template prepared by the Countywide Program

**RSVP request:** Please note that seating is limited! Two seats have been reserved for each municipality. If three or more people from your municipality would like to attend, please email or call Christina Hovland ([chovland@eoainc.com](mailto:chovland@eoainc.com), 510.832.2852 x 126). If you have fewer than 2 people coming, it would be helpful to let Christina know, so those seats may be given to others.

**Questions?** Please contact Christina, [chovland@eoainc.com](mailto:chovland@eoainc.com), 510.832.2852 x 126

October 5, 2010 SMCWPPP O Verification Inspections Briefing Session

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X	Fabry	Matt	City of Brisbane	<a href="mailto:mfabry@ci.brisbane.ca.us">mfabry@ci.brisbane.ca.us</a>
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	Dorais	Norm	City of Foster City	
			City of Foster City	
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X	Riddell	Anthony	City of Millbrae	<a href="mailto:ariddell@ci.millbrae.ca.us">ariddell@ci.millbrae.ca.us</a>
X	Diaz	Lee	City of Pacifica	<a href="mailto:diazl@ci.pacifica.ca.us">diazl@ci.pacifica.ca.us</a>
X	Horrisberger	Christina	City of Pacifica	<a href="mailto:horrisbergerc@ci.pacifica.ca.us">horrisbergerc@ci.pacifica.ca.us</a>
	Brown	Chey Anne	Town of Portola Valley	
	Lambert	Leslie	Town of Portola Valley	
X	Fitzgerald	Dave	City of Redwood City	<a href="mailto:dfitzgerald@redwoodcity.org">dfitzgerald@redwoodcity.org</a>
X	Kim	Phillip	City of Redwood City	<a href="mailto:pkim@redwoodcity.org">pkim@redwoodcity.org</a>
X	Vorametsanti	Peter	City of Redwood City	<a href="mailto:pvorametsanti@redwoodcity.org">pvorametsanti@redwoodcity.org</a>
X	Willis	Paul	City of Redwood City	<a href="mailto:pwillis@redwoodcity.org">pwillis@redwoodcity.org</a>
X	Russell	Laura	City of San Bruno	<a href="mailto:lrussell@ci.san-bruno.ca.us">lrussell@ci.san-bruno.ca.us</a>
X	Moynahan	Gavin	City of San Carlos	<a href="mailto:gmoynahan@cityofsancarlos.org">gmoynahan@cityofsancarlos.org</a>
	Quan	Martin	City of San Mateo	
	Pacini	Ken	City of San Mateo	
X	Shu	Diana	County of San Mateo	<a href="mailto:dshu@co.sanmateo.ca.us">dshu@co.sanmateo.ca.us</a>
X	Lecel	Rob	City of SSF	<a href="mailto:rob.lecel@ssf.net">rob.lecel@ssf.net</a>
X	Prudhel	Cassie	City of SSF	<a href="mailto:cassie.prudhel@ssf.net">cassie.prudhel@ssf.net</a>
	Etchebehere	Gratien	Town of Woodside	
			Town of Woodside	

### C.3 and C.6 Development Review Checklist

Municipal Regional Stormwater Permit (MRP)  
Stormwater Controls for Development Projects

INSERT CITY SPECIFIC INFO HERE  
ADDRESS  
PHONE  
FAX  
WEB (for those who allow download etc)

## Applicability of C.3 and C.6 Stormwater Requirements

**1. Enter Project Data** (For "C.3 Regulated Projects," data will be reported in the municipality's stormwater Annual Report.)

- 1.1 Project Name: \_\_\_\_\_
- 1.2 Project Address: \_\_\_\_\_
- 1.3 Project APN: \_\_\_\_\_ Project Watershed: \_\_\_\_\_
- 1.4 Applicant/Agent Name: \_\_\_\_\_ Applicant/Agent Phone: \_\_\_\_\_
- 1.5 Applicant/Agent Address: \_\_\_\_\_
- 1.6 Development type: (check all that apply)
  - Residential     Commercial     Industrial     Mixed-Use     Streets, Roads, etc.
  - 'Redevelopment' as defined by MRP: creating, adding and/or replacing exterior existing impervious surface on a site where past development has occurred<sup>1</sup>
  - 'Special land use categories' as defined by MRP: (1) auto service facilities<sup>2</sup>, (2) retail gasoline outlets, (3) restaurants<sup>3</sup>, (4) uncovered parking area (stand-alone or part of a larger project)
- 1.7 Project Description<sup>4</sup>: \_\_\_\_\_

- 1.8 Is the site a "High Priority Site" that disturbs less than 1 acre (43,560 sq.ft.) of land?  Yes     No
  - "High Priority Sites" are sites that require a grading permit, are adjacent to a creek, or are otherwise high priority for stormwater protection during construction (see Provision C.6.e.ii(2)).
- 1.9 Total Area of Site: \_\_\_\_\_ sq.ft. ; Total Area of Land Disturbed: \_\_\_\_\_ sq.ft.
  - If less than 5,000 sq.ft. of impervious surface is created/replaced, skip to Item 3. Otherwise, continue to Item 2.1.
  - If 1 acre (43,560 sq.ft.) or more of land is disturbed, obtain coverage under the state's Construction General Permit at <https://smarts.waterboards.ca.gov/smarts/faces/SwSmartsLogin.jsp>. Submit to the municipality a copy of your Notice of Intent and Storm Water Pollution Prevention Plan (SWPPP) before a grading or building permit will be issued.

**2. Is the project a "C.3 Regulated Project" per MRP Provision C.3.b?**

2.1 Enter the amount of impervious surface created and/or replaced by the project (if the total amount is 5,000 sq.ft. or more):

Type of Impervious Surface	Pre-Project Impervious Surface (sq.ft.)	Existing Impervious Surface to be Removed (sq.ft.)	New Impervious Surface to be Constructed (sq.ft.)
Roof area(s) – excluding any portion of the roof that is vegetated ("green roof")			
Impervious sidewalks, patios, paths			
Impervious driveway and uncovered parking <sup>6</sup>			
Streets (public)			
Streets (private)			
<b>Total Impervious Surfaces:</b>			
<b>Total New Impervious Surface (including new surface replacing old)</b>			

<sup>1</sup> Roadway projects that replace existing impervious surface are subject to C.3 requirements only if one or more lanes of travel are added.  
<sup>2</sup> See Standard Industrial Classification (SIC) codes [here](#)  
<sup>3</sup> Restaurants described by SIC code 5812: Retail sale of prepared food and drinks for on-premise or immediate consumption.  
<sup>4</sup> Project description examples: 5-story office building, industrial warehouse, residential with five 4-story buildings for 200 condominiums, etc.  
<sup>5</sup> Per the 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 MRP Provision C.3.d is not an impervious surface.  
<sup>6</sup> Uncovered parking includes top level of a parking structure.

**2. Is the project a “C.3 Regulated Project” per MRP Provision C.3.b? (continued)**

	<b>Yes</b>	<b>No</b>	<b>NA</b>
2.2 In Item 2.1, does the Total New Impervious Surface equal 10,000 sq.ft. or more? <i>If YES, skip to Item 2.5 and check “Yes.” If NO, continue to Item 2.3.</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.3 Does the Item 2.1 Total New Impervious Surface equal 5,000 sq.ft. or more, but less than 10,000 sq.ft? <i>If YES, continue to Item 2.4. If NO, skip to Item 2.5 and check “No.”</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.4 Is the project a “Special Land Use Category” per Item 1.6? For uncovered parking, check YES only if there is 5,000 sq.ft or more uncovered parking. <i>If NO, go to Item 2.5 and check “No.” If YES, go to Item 2.5 and check “Yes.”</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2.5 Is the project a C.3 Regulated Project? <i>If YES, skip to Item 4; if NO, continue to Item 3.</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**3. Projects that are NOT C.3 Regulated Projects**

If you answered NO to Item 2.5, or the project creates/replaces less than 5,000 sq. ft. of impervious surface (see Item 1.8), then the project is NOT a C.3 Regulated Project, and stormwater treatment is not required, BUT the municipality may determine that source controls and site design measures are required. Skip to Item 6.1.

**4. Projects that ARE C.3 Regulated Projects**

If you answered YES to Item 2.5, then the project is a C.3 Regulated Project. The project must include appropriate site design measures and source controls AND hydraulically sized stormwater treatment measures. Items 4.1 and 4.2 will help you determine the applicability of Low Impact Development (LID) stormwater treatment requirements. IF FINAL DISCRETIONARY APPROVAL IS GRANTED ON OR AFTER **DECEMBER 1, 2011**, LID REQUIREMENTS APPLY, except for “Special Projects.”

	<b>Yes</b>	<b>No</b>	<b>NA</b>
4.1 Is this project a “Special Project” (including urban infill, high density, or transit oriented development) per the criteria included in Appendix J of the C.3 Technical Guidance? <i>If YES, some non-LID treatment is allowed; skip to Item 5.1. If NO, continue to Item 4.2.</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4.2 Is it feasible to treat the full C.3.d amount of runoff with infiltration or rainwater harvesting and use, per the LID Feasibility Criteria in Appendix I of the C.3 Technical Guidance? <i>Unless final discretionary approval is granted before 12/1/11, a NO answer means that stormwater treatment may be met through biotreatment; a YES answer means that stormwater treatment must be met through rainwater harvesting and reuse or infiltration. In either case, continue to Item 5.</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**5. Is the project a Hydromodification Management (HM) Project?**

If you answered NO to Item 2.2, the project is too small to be an HM project. Skip to Item 6. Otherwise, continue to Item 5.1

- 5.1 Does the project create and/or replace 1 acre (43,560 sq. ft.) or more of impervious surface? (Refer to Item 2.1.)
  - YES. *Continue to Item 5.2.*
  - NO. *Skip to Item 5.5 and check “No.”*
- 5.2 Is the total impervious area increased over the pre-project condition?
  - YES. *Continue to Item 5.3.*
  - NO. *The project is NOT required to incorporate HM measures. Skip to Item 5.5 and check “No.”*
- 5.3 Is the site located in an HM Control Area per the HM Control Areas map (Appendix H of the C.3 Technical Guidance)?
  - YES. *Skip to Item 5.5 and check “Yes.”*
  - NO. *Attach map, indicating project location. Skip to Item 5.5 and check “No.”*
  - Further analysis required. *Continue to Item 5.4.*
- 5.4 Has an engineer or qualified environmental professional 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?
  - YES. *Attach signed statement by qualified professional. Go to Item 5.5 and check “No.”*
  - NO. *Go to Item 5.5 and check “Yes.”*
- 5.5 Is the project a Hydromodification Management Project?
  - YES. *The project is subject to HM requirements (described in Section 11 of this form). Continue to Item 6.*
  - NO. *The project is EXEMPT from HM requirements. Continue to Item 6.*

# Implementation of C.3 and C.6 Stormwater Requirements

## 6. Select appropriate source controls *(Applies to C.3 Regulated Projects; for other projects required at municipality discretion<sup>7</sup>)*

Check if project has these features		Features that require source control measures	Source Control Measures (Local Source Control List for detailed requirements)	Is source control measure included in project plans?		Plan Sheet No.
Yes	No			Yes	No	
<input type="checkbox"/>	<input type="checkbox"/>	Storm Drain	Mark on-site inlets with the words "No Dumping! Flows to Bay" or equivalent.	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	Floor Drains	Plumb interior floor drains to sanitary sewer <sup>8</sup> [or prohibit].	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	Parking garage	Plumb interior parking garage floor drains to sanitary sewer. <sup>8</sup>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	Landscaping	<ul style="list-style-type: none"> <li>▪ Retain existing vegetation as practicable.</li> <li>▪ Select diverse species appropriate to the site. Include plants that are pest- and/or disease-resistant, drought-tolerant, and/or attract beneficial insects.</li> <li>▪ Minimize use of pesticides and quick-release fertilizers.</li> <li>▪ Use efficient irrigation system; design to minimize runoff.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	Pool/Spa/Fountain	Provide connection to the sanitary sewer to facilitate draining. <sup>8</sup>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	Food Service Equipment (non-residential)	Provide sink or other area for equipment cleaning, which is: <ul style="list-style-type: none"> <li>▪ Connected to a grease interceptor prior to sanitary sewer discharge.<sup>8</sup></li> <li>▪ Large enough for the largest mat or piece of equipment to be cleaned.</li> <li>▪ Indoors or in an outdoor roofed area designed to prevent stormwater run-on and run-off, and signed to require equipment washing in this area.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	Refuse Areas	<ul style="list-style-type: none"> <li>▪ Provide a roofed and enclosed area for dumpsters, recycling containers, etc., designed to prevent stormwater run-on and runoff.</li> <li>▪ Connect any drains in or beneath dumpsters, compactors, and tallow bin areas serving food service facilities to the sanitary sewer.<sup>8</sup></li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	Outdoor Process Activities <sup>9</sup>	Perform process activities either indoors or in roofed outdoor area, designed to prevent stormwater run-on and runoff, and to drain to the sanitary sewer. <sup>8</sup>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	Outdoor Equipment/Materials Storage	<ul style="list-style-type: none"> <li>▪ Cover the area or design to avoid pollutant contact with stormwater runoff.</li> <li>▪ Locate area only on paved and contained areas.</li> <li>▪ If storage area will contain non-hazardous liquids, roof the area, drain to sanitary sewer<sup>8</sup>, and contain by berms or similar.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	Vehicle/Equipment Cleaning	<ul style="list-style-type: none"> <li>▪ Roofed, pave and berm wash area to prevent stormwater run-on and runoff, plumb to the sanitary sewer<sup>8</sup>, and sign as a designated wash area.</li> <li>▪ Commercial car wash facilities shall discharge to the sanitary sewer.<sup>8</sup></li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	Vehicle/Equipment Repair and Maintenance	<ul style="list-style-type: none"> <li>▪ Designate repair/maintenance area indoors, or an outdoors area designed to prevent stormwater run-on and runoff and provide secondary containment. Do not install drains in the secondary containment areas.</li> <li>▪ Prohibit floor drains unless connected to wastewater pretreatment systems prior to discharging to the sanitary sewer.<sup>8</sup></li> <li>▪ Connect containers or sinks used for parts cleaning to the sanitary sewer.<sup>8</sup></li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	Fuel Dispensing Areas	<ul style="list-style-type: none"> <li>▪ Fueling areas shall have impermeable surface, such as Portland cement concrete, that is a) minimally graded to prevent ponding and b) separated from the rest of the site by a grade break to prevent stormwater run-on.</li> <li>▪ Fueling area canopy must extend at least 10 ft in each direction from each pump and drain away from fueling area.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	Loading Docks	<ul style="list-style-type: none"> <li>▪ Cover and/or grade to minimize run-on to and runoff from the loading area.</li> <li>▪ Position downspouts to direct stormwater away from the loading area.</li> <li>▪ Drain water from loading dock areas to the sanitary sewer.<sup>8</sup></li> <li>▪ Install door skirts between the trailers and the building.</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	Fire Sprinklers	Design for discharge of fire sprinkler test water to landscape or sanitary sewer. <sup>8</sup>	<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	Miscellaneous Drain or Wash Water	<ul style="list-style-type: none"> <li>▪ Drain condensate of air conditioning units to landscaping. Large air conditioning units may connect to the sanitary sewer.<sup>8</sup></li> <li>▪ Roof drains shall drain to unpaved area where practicable.</li> <li>▪ Boiler drain lines, roof top equipment, and washing and/or steam cleaning activities shall drain to the sanitary sewer.<sup>8</sup></li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>	

<sup>7</sup> See MRP Provision C.3.a.i(7) for non-C.3 Regulated Projects and Provision C.3.c.i(1) for C.3 Regulated Projects.

<sup>8</sup> Any connection to the sanitary sewer system is subject to sanitary district approval.

<sup>9</sup> Businesses that may have outdoor process activities/equipment include machine shops, auto repair, industries with pretreatment facilities.

**7. Select appropriate site design measures** (*Applies to C.3 Regulated Projects; for other projects required at municipality discretion<sup>10</sup>*)

Municipal staff will indicate which site design measures have been considered, and which are included in the plans.

**7.1 Are appropriate site design measures included in project plans?**

Was the site design measure discussed with applicant?		Is the site design measure included in project plans?		Plan Sheet No.	Site Design Measures
Yes	No	Yes	No		
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Protect sensitive areas, including wetland and riparian areas, and minimize changes to the natural topography.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Minimize land disturbance and impervious surface (especially parking lots).
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Minimize impervious areas from being directly connected to the storm drain system (for example, direct runoff from roof downspouts and other impervious surfaces to landscaped areas where feasible).
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Install rain barrel or cistern to capture and use rainwater for irrigation or other non-potable use.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Design areas of "micro-detention" in landscaping to retain rainfall runoff onsite, where appropriate.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Maximize permeability by clustering development and preserving open space, where appropriate.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Concentrate development density, where appropriate, to reduce impervious surface on a watershed basis.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Use permeable pavement surfaces where feasible.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Self-treating area (see Section 4.2 of the C.3 Technical Guidance)
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		Self-retaining area (see Section 4.3 of the C.3 Technical Guidance)

**8. Use construction best management practices (BMPs) (applies to all projects).**

**8.1 Are construction BMPs included in project plans?**

Yes	No	Best Management Practice (BMP)
<input type="checkbox"/>	<input type="checkbox"/>	Attach the San Mateo Countywide Water Pollution Prevention Program's construction BMP plan sheet to project plans and require contractor to implement the applicable BMPs on the plan sheet.
<input type="checkbox"/>	<input type="checkbox"/>	Temporary erosion controls to stabilize all denuded areas until permanent erosion controls have been established.
<input type="checkbox"/>	<input type="checkbox"/>	Delineate with field markers clearing limits, easements, setbacks, sensitive or critical areas, buffer zones, trees, and drainage courses.
<input type="checkbox"/>	<input type="checkbox"/>	Provide notes, specifications, or attachments describing the following: <ul style="list-style-type: none"> <li>▪ Construction, operation and maintenance of erosion and sediment controls, including inspection frequency;</li> <li>▪ Methods and schedule for grading, excavation, filling, clearing of vegetation, and storage and disposal of excavated or cleared material;</li> <li>▪ Specifications for vegetative cover and mulch, including methods and schedules for planting and fertilization;</li> <li>▪ Provisions for temporary and/or permanent irrigation.</li> </ul>
<input type="checkbox"/>	<input type="checkbox"/>	Perform clearing and earth moving activities only during dry weather.
<input type="checkbox"/>	<input type="checkbox"/>	Use sediment controls or filtration to remove sediment when dewatering and obtain all necessary permits.
<input type="checkbox"/>	<input type="checkbox"/>	Protect all storm drain inlets in the vicinity of the site using sediment controls such as berms, fiber rolls, or filters.
<input type="checkbox"/>	<input type="checkbox"/>	Trap sediment on-site, using BMPs such as sediment basins or traps, earthen dikes or berms, silt fences, check dams, soil blankets or mats, covers for soil stock piles, etc.
<input type="checkbox"/>	<input type="checkbox"/>	Divert on-site runoff around exposed areas and divert off-site runoff around the site (e.g., swales and dikes).
<input type="checkbox"/>	<input type="checkbox"/>	Protect adjacent properties and undisturbed areas from construction impacts using vegetative buffer strips, sediment barriers or filters, dikes, mulching, or other measures as appropriate.
<input type="checkbox"/>	<input type="checkbox"/>	Limit construction access routes and stabilize designated access points.

<sup>10</sup> See MRP Provision C.3.a.i(6) for non-C.3 Regulated Projects and Provision C.3.c.i(2)(a) for C.3 Regulated Projects.



**8. Use construction BMPs (applies to all projects) – continued**

**8.1 Are construction BMPs included in project plans?**

Yes	No	Best Management Practice (BMP)
<input type="checkbox"/>	<input type="checkbox"/>	No cleaning, fueling, or maintaining vehicles on-site, except in a designated area where washwater is contained and treated.
<input type="checkbox"/>	<input type="checkbox"/>	Store, handle, and dispose of construction materials and wastes properly to prevent their contact with stormwater.
<input type="checkbox"/>	<input type="checkbox"/>	Contractor shall train and provide instruction to all employees and subcontractors regarding construction BMPs.
<input type="checkbox"/>	<input type="checkbox"/>	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.

**8.2 Is the project a C.3 Regulated Project? (Refer to Item 2.5.)**

- YES. Continue to Item 9.
- NO. Do not complete sections 9 & 10. Municipal staff may use sections 11 – 15.

**9. Include stormwater treatment measures (applies to C.3 Regulated Projects) – MRP Provisions C.3.c.(2)(b); C.3.d.i; C.3.e.ii**

**9.1 Are appropriate stormwater treatment measures included? (Municipal staff will indicate which information is required.)**

Is Info Applicable / Required?		Have Plans been Reviewed and Accepted?			Information that may be required												
Yes	No	Yes	No	NA													
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	If project is a <b>“Special Project”</b> (refer to Item 4.1) do plans show that the Special Project Criteria <sup>11</sup> are met? Plans reviewed by _____ Date Reviewed _____												
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>If project is a <b>“Special Project,”</b> plans may show non-LID measures hydraulically sized to treat C.3.d amount of runoff. Indicate the number of non-LID measures by type, the hydraulic sizing method<sup>12</sup>, and percentage of project treated:</p> <table border="0"> <tr> <td><u>Non-LID Treatment</u></td> <td><u>No. of units</u></td> <td><u>Hydraulic sizing method<sup>10</sup></u></td> <td><u>% of project treated</u></td> </tr> <tr> <td>Media filter</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Tree well filter</td> <td></td> <td></td> <td></td> </tr> </table> <p>Plans reviewed by _____ Date Reviewed _____</p>	<u>Non-LID Treatment</u>	<u>No. of units</u>	<u>Hydraulic sizing method<sup>10</sup></u>	<u>% of project treated</u>	Media filter				Tree well filter			
<u>Non-LID Treatment</u>	<u>No. of units</u>	<u>Hydraulic sizing method<sup>10</sup></u>	<u>% of project treated</u>														
Media filter																	
Tree well filter																	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Results of <b>LID feasibility/infesibility analysis:</b> <sup>13</sup> Stormwater treatment of the C.3.d amount of runoff using infiltration or rainwater harvesting/use is (check one): <input type="checkbox"/> feasible <input type="checkbox"/> infesible Plans reviewed by _____ Date Reviewed _____												
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<p>If <b>infesibility</b> is demonstrated above, plans must show biotreatment measures hydraulically sized to treat C.3.d amount of runoff from entire project. Indicate the number of biotreatment measures by type, and the hydraulic sizing method:</p> <table border="0"> <tr> <td><u>Biotreatment Measures</u></td> <td><u>No. of units</u></td> <td><u>Hydraulic sizing method<sup>10</sup></u></td> </tr> <tr> <td>Bioretention area</td> <td></td> <td></td> </tr> <tr> <td>Flow-through planter</td> <td></td> <td></td> </tr> <tr> <td>Vegetated buffer strip</td> <td></td> <td></td> </tr> </table> <p>Other (specify): _____</p> <p>Plans reviewed by _____ Date Reviewed _____</p>	<u>Biotreatment Measures</u>	<u>No. of units</u>	<u>Hydraulic sizing method<sup>10</sup></u>	Bioretention area			Flow-through planter			Vegetated buffer strip		
<u>Biotreatment Measures</u>	<u>No. of units</u>	<u>Hydraulic sizing method<sup>10</sup></u>															
Bioretention area																	
Flow-through planter																	
Vegetated buffer strip																	

**9. Include stormwater treatment measures (applies to C.3 Regulated Projects) – continued**

<sup>11</sup> Refer to the Special Projects Criteria in Appendix J of the C.3 Technical Guidance.

<sup>12</sup> Indicate which of the following Provision C.3.d.i hydraulic sizing methods were used. Volume based approaches: 1(a) Urban Runoff Quality Management approach, or 1(b) 80% capture approach (recommended volume-based approach). Flow-based approaches: 2(a) 10% of 50-year peak flow approach, 2(b) Percentile rainfall intensity approach, or 2(c) 0.2-Inch-per-hour intensity approach (recommended flow-based approach). If a combination flow and volume design basis was used, indicate which flow-based and volume-based criteria were used.

<sup>13</sup> Refer to Feasibility/Infesibility Criteria for Rainwater Harvesting/Use, Infiltration and Evapotranspiration (C.3 Technical Guidance Appendix I)

**9.1 Are appropriate stormwater treatment measures included?** -- MRP Provisions C.3.c.(2)(b); C.3.d.i; C.3.e.ii

Is Info Applicable / Required?		Have Plans been Reviewed and Accepted?			Information that may be required															
Yes	No	Yes	No	NA																
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	If <b>feasibility</b> is demonstrated above, plans must show LID treatment measures (non-biotreatment) hydraulically sized to treat the C.3.d amount of runoff from entire project. Indicate the number of non-biotreatment measures by type, and hydraulic sizing method:  <table border="1"> <thead> <tr> <th>LID Treatment Measure (non-biotreatment)</th> <th>No. of units</th> <th>Hydraulic sizing method<sup>10</sup></th> </tr> </thead> <tbody> <tr> <td>Rainwater harvesting and use</td> <td></td> <td></td> </tr> <tr> <td>Bioinfiltration</td> <td></td> <td></td> </tr> <tr> <td>Infiltration trench</td> <td></td> <td></td> </tr> <tr> <td>Dry well</td> <td></td> <td></td> </tr> </tbody> </table> Other (specify): _____ Plans reviewed by _____ Date Reviewed _____	LID Treatment Measure (non-biotreatment)	No. of units	Hydraulic sizing method <sup>10</sup>	Rainwater harvesting and use			Bioinfiltration			Infiltration trench			Dry well		
LID Treatment Measure (non-biotreatment)	No. of units	Hydraulic sizing method <sup>10</sup>																		
Rainwater harvesting and use																				
Bioinfiltration																				
Infiltration trench																				
Dry well																				

**9.2 Is the project a Hydromodification Management Project?** (Refer to Item 5.5.)

- YES. Continue to Item 10.  
 NO. Do not complete section 10. Municipal staff may use sections 11 & 12.

**10. Incorporate HM Controls (applies to HM Projects).**

**10.1 Is required HM Project information included?** -- MRP Provision C.3.g and Attachment E

Is Item Required?		Is Item in Plans?			Required HM Project Information
Yes	No	Yes	No	NA	
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Site plans with pre- and post-project impervious surface areas, surface flow directions of entire site, locations of flow duration controls and site design measures per HM site design requirement
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Soils report or other site-specific document showing soil types at all parts of site
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	If project uses the Bay Area Hydrology Model (BAHM), a list of model inputs.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	If project uses custom modeling, a summary of the modeling calculations with corresponding graph showing curve matching (existing, post-project, and post-project with HM controls curves), goodness of fit, and (allowable) low flow rate.
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	If project uses the Impracticability Provision, a listing of all applicable costs and a brief description of the alternative HM project (name, location, date of start up, entity responsible for maintenance).
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	If the project uses alternatives to the default BAHM approach or settings, a written description and rationale.

**11. Stormwater Inspections of Construction Sites During the Wet Season (for municipal staff use only):**

If the answer is "Yes" to either of the following questions, refer this project to construction site inspection staff, to add to their list of projects that require stormwater inspections at least monthly during the wet season (October 1 through April 30).

- |  | Yes                      | No                       |
|--|--------------------------|--------------------------|
| 11.1 Does the project disturb 1 acre (43,560 sq.ft.) or more of land? (See Item 1.9) | <input type="checkbox"/> | <input type="checkbox"/> |
| 11.2 Is the site a High Priority Site? (See Item 1.8)                                | <input type="checkbox"/> | <input type="checkbox"/> |

**12. Confirm Operations and Maintenance (O&M) Submittals (for municipal staff use only):**

The following questions apply to C.3 Regulated Projects and Hydromodification Management Projects.

	Yes	No	N/A
12.1 Was maintenance plan submitted?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12.2 Was maintenance plan approved?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12.3 Was maintenance agreement submitted? (Date executed:_____)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12.4 Indicate the dates on which the Applicant submitted annual reports for project O&M: _____			

**13. Comments (for municipal staff use only):**

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**14. NOTES (for municipal staff use only):**

Section 1 Notes: \_\_\_\_\_

Section 2 Notes: \_\_\_\_\_

Section 3 Notes: \_\_\_\_\_

Section 4 Notes: \_\_\_\_\_

Section 5 Notes: \_\_\_\_\_

Section 7 Notes: \_\_\_\_\_

Section 8 Notes: \_\_\_\_\_

Section 9 Notes: \_\_\_\_\_

Section 10 Notes: \_\_\_\_\_

Section 11 Notes: \_\_\_\_\_

Section 12 Notes: \_\_\_\_\_

**15. Project Close-Out (for municipal staff use only):**

	Yes	No	NA
15.1 Were final Conditions of Approval met?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15.2 Was initial inspection of the completed treatment/HM measure(s) conducted? (Date of inspection:_____)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15.3 Was maintenance plan submitted? (Date executed:_____)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15.4 Was project information provided to staff responsible for O&M verification inspections? (Date provided to inspection staff:_____)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Name of staff confirming project is closed out: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name of O&M staff receiving information: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Appendices**

- Appendix A: O&M Agreement
- Appendix B: O&M Annual Report Form

# FINAL TEMPLATE

*Instructions for modifying and completing the template are shown as highlighted, italicized text.*

## Operation and Maintenance Verification Inspection Plan for the Stormwater Program of [\_\_\_\_\_]

*Add your agency's name*

**Dated** \_\_\_\_\_

*Add the date that the inspection plan was prepared (deadline is December 1, 2010)*

### 1. Introduction

This prioritized plan for inspecting installed stormwater treatment controls and hydromodification management (HM) controls for operation and maintenance verification has been prepared in accordance with Provision C.3.h.ii.(6) of the Municipal Regional Stormwater Permit (MRP), which requires “a prioritized plan for inspecting all installed stormwater treatment systems and HM controls.” As required by the MRP, this prioritized plan specifies inspections for each fiscal year, as follows:

- 1) Inspection of all newly installed post-construction stormwater treatment measures and HM controls within 45 days of installation
- 2) Inspection of at least 20% of the total number of installed stormwater treatment systems and HM controls
- 3) Inspection of at least 20% of the total number of installed vault-based systems
- 4) Inspection of all installed post-construction stormwater treatment measures within five years

Each of the following sections identifies inspection objectives, staffing assignments, timeframes for conducting inspections, and record-keeping.

### 2. Inspection of Newly Installed Treatment and HM Systems

**Objectives.** All newly installed stormwater treatment and HM systems shall be inspected within 45 days of installation to confirm the units are installed to achieve the design objectives of providing stormwater treatment and/or hydromodification management.

Inspections shall include verification of the following:

- Overall dimensions of the stormwater treatment and/or HM system conform to the design specifications.
- There is positive drainage to the treatment or HM system.
- Vegetation in the treatment and/or HM system is healthy and as shown on plans.
- Irrigation system is functioning as designed.
- There is no bare soil – any bare soil must be covered with three inches of mulch, except for within 6 inches of trunks of trees and shrubs.
- Mulch, where used, is uniformly placed at a minimum depth of 3” and kept 6” away from trunks of trees and shrubs.

**Staffing Assignments** are indicated in Table 1, below.

**Timeframe.** This inspection plan goes into effect December 1, 2010. Beginning December 1, 2010, newly installed treatment and HM facilities will be inspected per the following timeframes:

- **For shorter duration projects** (projects that will be completed prior to any rainfall being directed to the treatment or HM system), the final project building inspections will meet this inspection requirement.
- **Longer duration or phased projects** shall be inspected within 45 days after stormwater runoff is first directed to the newly installed treatment or HM system.

**Record-keeping** of inspections shall be sufficient to meet the requirements of MRP Provision C.3.h.ii(5), for O&M verification inspection tracking, and Provision C.3.h.iv, for O&M verification inspection reporting. A tracking table, spreadsheet, or database shall be used to meet the tracking requirements. Information from the tracking table, spreadsheet, or database shall be used to meet reporting requirements by providing required information in the Annual Report form. The data tracking and reporting requirements are identified in Table 2, below.

### 3. Annual O&M Inspections

**Objectives.** Each fiscal year, municipal staff shall conduct O&M verification inspections of at least 20 percent of the total number of installed stormwater treatment systems and HM controls, AND at least 20 percent of the total number of installed vault-based systems. The objective of these inspections is to verify that stormwater treatment and HM systems are in good working order and functioning as designed. To accomplish this objective, inspectors shall use the San Mateo Countywide Water Pollution Prevention Program’s inspection checklist, “Model Stormwater Treatment or Hydromodification Management (HM) BMP O&M Verification Inspection Report Form.”

**Staffing Assignments** are indicated in Table 1.

<b>Table 1: Staffing Assignments for O&amp;M Verification Inspections</b>	
<b>Inspection-Related Task</b>	<b>Responsible Position or Department</b> <i>Insert name of the staff position or department responsible for each task.</i>
1. Inspect newly installed stormwater treatment and HM facilities for shorter duration projects <sup>1</sup> .	
2. Inspect newly installed stormwater treatment and HM facilities for longer duration or phased projects	
3. Manage a list of installed stormwater treatment and HM systems	
4. Annually identify 20 percent of the total number <sup>2</sup> of installed stormwater treatment and HM systems AND 20 percent of the total number <sup>2</sup> of installed vault systems for O&M verification inspection. Records shall be kept to verify that, over a 5 year period, all installed stormwater treatment systems subject to Provision C.3 have been inspected.	
5. Conduct O&M verification inspections	
6. Follow up with property owner regarding required	

<b>Inspection-Related Task</b>	<b>Responsible Position or Department</b> <i>Insert name of the staff position or department responsible for each task.</i>
corrections	
7. Enter inspection results in tracking spreadsheet	
8. Extract data from tracking spreadsheet for Annual Report form	
<sup>1</sup> Shorter duration projects are projects that will be completed prior to any rainfall being directed to the treatment or HM system. <sup>2</sup> The MRP defines the total number of installed systems as the total number at the end of the preceding fiscal year.	

**Timeframe.** This inspection plan goes into effect December 1, 2010. Beginning with Fiscal Year 2010/11, the staff person or department head assigned responsibility for identifying 20 percent of installed treatment and HM systems, and 20 percent of the installed vault systems, shall ensure that this list is generated and provide it to the staff person or department head responsible for conducting O&M inspections. In Fiscal Year 2010/11, the target date for this information to be provided to inspection staff is January 31, 2011. In future fiscal years, the target date is December 31.

The O&M inspections shall be integrated in the work plans of the applicable inspection staff. As appropriate, the O&M inspections of installed stormwater treatment measures may be incorporated with other required inspections, such as commercial and industrial stormwater inspections. The inspections of treatment and HM systems included on the provided list shall be completed by June 30 of the applicable fiscal year.

**Record-keeping** of inspections shall be sufficient to meet the requirements of MRP Provision C.3.h.ii(5), for O&M verification inspection tracking, and Provision C.3.h.iv, for O&M verification inspection reporting, and shall be made available, upon request, to staff or authorized auditing consultants of the Regional Water Board, State Water Board, or USEPA. A tracking table spreadsheet, or database shall be used to meet the tracking requirements. Information from the tracking table, spreadsheet or database shall be used to meet reporting requirements by providing required information in the Annual Report form. The data tracking and reporting requirements are identified in Table 2.

	<b>Tracking Requirement</b>	<b>Reporting Requirement</b>
Name and address of Regulated Project	Yes	Yes
Specific description of the location of installed treatment or HM system(s) (may attach a map)	Yes	No
Date(s) that treatment or HM system(s) was/were installed	Yes	No
Description of the type of installed treatment and HM system(s)	Yes	Yes

<b>Table 2: Comparison of Tracking and Reporting Requirements for O&amp;M Verification Inspections</b>		
	<b>Tracking Requirement</b>	<b>Reporting Requirement</b>
Size of installed treatment and HM system(s)	Yes	No
Responsible operator(s) of each treatment and HM system	Yes	Yes
Dates and findings of inspections (routine and follow-up)	Yes	Yes
Problems or corrective or enforcement actions taken	Yes	Yes
Type of inspection (initial, annual, follow-up, spot)	No	Yes

#### **4. Confirming Achievement of 5-Year Goal**

**Objectives.** Fiscal Year 2014/15 will be the fifth fiscal year from the time that this inspection plan is first implemented. At the beginning of every fifth fiscal year, the staff person or department head responsible for generating a list of 20 percent of installed treatment and HM measures and 20 percent of installed vault measures shall ensure that a review is conducted of all inspections during the previous four fiscal years. In the event that fewer than 80 percent of the installed treatment and HM systems or fewer than 80 percent of the installed vault systems have received O&M inspections, the list of inspections for the fifth fiscal year will exceed 20 percent of these respective system types, to ensure that all installed systems are inspected during the 5 year period.

**Staffing Assignments** are as described in Table 1.

**Timeframe** is as describe in Section 3.

**Record-keeping.** In addition to the tracking and reporting procedures described above, the staff person or department head responsible for generating a list of 20 percent of installed treatment and HM measures and 20 percent of installed vault measures shall provide documentation that the 5-year inspection goal was achieved. This may consist of a memo to the file, which shall be made available, upon request, to staff or authorized auditing consultants of the Regional Water Board, State Water Board, or USEPA.



# B A S M A A

Alameda Countywide  
Clean Water Program

Contra Costa  
Clean Water Program

Fairfield-Suisun  
Urban Runoff  
Management Program

Marin County  
Stormwater Pollution  
Prevention Program

Napa County  
Stormwater Pollution  
Prevention Program

San Mateo Countywide  
Water Pollution  
Prevention Program

Santa Clara Valley  
Urban Runoff Pollution  
Prevention Program

Sonoma County  
Water Agency

Vallejo Sanitation  
and Flood  
Control District

Bay Area

Stormwater Management  
Agencies Association

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April 29, 2011

Bruce Wolfe, Executive Officer  
California Regional Water Quality Control Board  
San Francisco Bay Region  
1515 Clay Street, Suite 1400  
Oakland, CA 94612

Subject: Feasibility/Infeasibility Criteria Report - MRP Provisions  
C.3.c.i.(2)(b)(iv) and C.3.c.iii.(1)

Dear Mr. Wolfe:

This letter and attachment are submitted on behalf of all 76 municipalities subject to the requirements of the Municipal Regional Stormwater NPDES Permit (MRP).

MRP Provision C.3.c.i.(2)(b) requires Regulated Projects 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 at a joint stormwater treatment facility. LID treatment measures are harvesting and re-use, infiltration, evapotranspiration, or biotreatment. A properly engineered and maintained biotreatment system may be considered only if it is infeasible to implement harvesting and re-use, infiltration, or evapotranspiration at the project site.

MRP Provision C.3.c.i.(2)(b)(iv) requires the Permittees to submit a report on the criteria and procedures that will be used to determine when harvesting and re-use, infiltration, or evapotranspiration is feasible and infeasible at a Regulated Project site. MRP Provision C.3.c.iii.(1) states that the report shall contain the following information:

- Literature review and discussion of documented cases/sites, particularly in the Bay Area and California, where infiltration, harvesting and re-use, or evapotranspiration have been demonstrated to be feasible and/or infeasible; and
- Discussion of proposed feasibility and infeasibility criteria and procedures the Permittees shall employ to make a determination of when biotreatment will be allowed at a Regulated Project site.

Through the Bay Area Stormwater Management Agencies Association (BASMAA), the Permittees have worked together to prepare the attached "Harvest and Use, Infiltration, and Evapotranspiration Feasibility/Infeasibility Criteria Report" (Report). This Report fulfills the MRP requirements to develop criteria and procedures for Permittees to follow to determine whether harvesting and use, infiltration, or evapotranspiration are feasible or infeasible at a Regulated Project site and when biotreatment may be used. The Report also provides a literature



review (Appendix B) and a description of documented cases/sites in the Bay Area and California where harvesting and use, infiltration, and evapotranspiration have been demonstrated to be feasible or infeasible (Appendix C).

The criteria and procedures recommended in this Report will be incorporated into the Permittees' local and/or countywide guidance documents for compliance with Provision C.3. requirements for new development and redevelopment projects. When the LID site design, source control and treatment requirements in Provision C.3.c take effect, and throughout the remaining term of the MRP, Permittees will require applicants to apply the feasibility/infeasibility criteria and procedures to Regulated Projects as part of the development of stormwater quality control plans for those projects.

The Permittees intend to develop a status report on their experience implementing the feasibility/infeasibility criteria and procedures and submit it to the Regional Water Quality Control Board by December 1, 2013, as required by MRP Provisions C.3.c.i.(2)(b)(v) and C.3.c.iii.(2). The status report will include discussion of: 1) the most common criteria employed, with site specific examples; 2) barriers, including institutional and technical site specific constraints, to implementation of harvesting and use, infiltration and evapotranspiration, and proposed strategies for removing the barriers; 3) any proposed changes to the feasibility/infeasibility criteria and procedures and rationale for those changes; and 4) guidance to Permittees for future implementation efforts.

Please contact Jill Bicknell, BASMAA Development Committee Chair, at 408-720-8811 if you have any questions about the Report or need additional information.

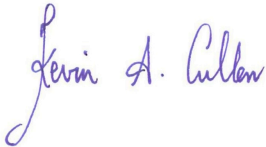
We certify under penalty of law that this document was prepared under our direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on our inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of our knowledge and belief, true, accurate, and complete. We are aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.



James Scanlin, Alameda Countywide Clean Water Program



Tom Dalziel, Contra Costa Clean Water Program



Kevin Cullen, Fairfield-Suisun Urban Runoff Management Program



Matt Fabry, San Mateo Countywide Water Pollution Prevention Program



Adam Olivieri, Santa Clara Valley Urban Runoff Pollution Prevention Program



Lance Barnett, Vallejo Sanitation and Flood Control District

Attachment: Harvest and Use, Infiltration, and Evapotranspiration Feasibility/Infeasibility  
Criteria Report and Appendices

cc: Tom Mumley, Regional Water Board  
Shin-Roei Lee, Regional Water Board  
Dale Bowyer, Regional Water Board  
Sue Ma, Regional Water Board  
BASMAA Board of Directors

*Prepared for*

**Bay Area Stormwater Management Agencies Association (BASMAA)**

P.O. Box 2385

Menlo Park, CA 94026

# **Harvest and Use, Infiltration and Evapotranspiration Feasibility/Infeasibility Criteria Report**

## **Municipal Regional Permit Provisions C.3.c.i (2) and C.3.c.iii(1)**

*Prepared by*

**Geosyntec**   
consultants

engineers | scientists | innovators

1111 Broadway, 6<sup>th</sup> Floor  
Oakland, California 94607

WW1419

1 May 2011

*Final Report*



# B A S M A A

Alameda Countywide  
Clean Water Program

Contra Costa  
Clean Water Program

Fairfield-Suisun  
Urban Runoff  
Management Program

Marin County  
Stormwater Pollution  
Prevention Program

Napa County  
Stormwater Pollution  
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Water Pollution  
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Santa Clara Valley  
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Vallejo Sanitation  
and Flood  
Control District

Bay Area

Stormwater Management

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December 1, 2010

Bruce Wolfe, Executive Officer  
California Regional Water Quality Control Board  
San Francisco Bay Region  
1515 Clay Street, Suite 1400  
Oakland, CA 94612

**Subject: Model Bioretention Soil Media Specifications–MRP Provision C.3.c.iii.(3)**

Dear Mr. Wolfe:

This letter and attachments are submitted on behalf of all 76 permittees subject to the requirements of the Municipal Regional Stormwater NPDES Permit (MRP).

Provision C.3.c.iii.(3) requires the permittees, collaboratively or individually, to submit a report containing the following information:

- Proposed soil media specifications for biotreatment systems;
- Proposed soil testing methods to verify a long-term infiltration rate of 5-10 inches/hour;
- Relevant literature and field data showing the feasibility of the minimum design specifications;
- Relevant literature, field, and analytical data showing adequate pollutant removal and compliance with the Provision C.3.d hydraulic sizing criteria; and
- Guidance for the permittees to apply the minimum specifications in a consistent and appropriate manner.

The permittees have worked diligently since the MRP was adopted in October 2009 to develop this information. The work has been carried out collaboratively among the permittees and in cooperation with your staff.

In April 2010 the permittees sponsored a roundtable discussion of bioretention soils. The roundtable included members of your staff, consultants, permittee staff, and representatives of the building industry. This diverse group included soil scientists and soils engineers with expertise in soil testing and construction of bioretention facilities. The meeting was facilitated by Sandi Potter of your staff.

Based on that discussion, BASMAA retained WRA, Inc., to develop regional guidance for bioretention soil. WRA was directed to use as a starting point guidance they had previously developed for the Contra Costa Clean Water Program (CCCWP). The CCCWP published its guidance in February 2009 as Appendix B to their *Stormwater C.3 Guidebook*. Contra Costa permittees have overseen construction of many bioretention facilities using this guidance and have had the opportunity to see the facilities perform through at least one full rainy season. The “soil” is a mix of 60-70% sand meeting a size gradation consistent with ASTM C33 for fine aggregate and

30-40% compost meeting the standards developed by the US Composting Council. The sand and compost are readily available from Bay Area suppliers, and at least two companies currently provide and advertise their own versions of the bioretention “soil” mix. For the regional guidance, WRA has recommended some minor improvements and clarifications to the Contra Costa guidance.

The permittees are pleased to make this guidance available to permittee staff and the land development community. However, we believe the MRP should continue to allow, as it does now, room for experimentation and innovation with bioretention soils, as long as that experimentation and innovation is within the bounds of the minimum requirements needed to achieve effective stormwater treatment.

MRP Provision C.3.c.i.(2)(b)(vi) currently provides that: “Bioretention systems shall be designed to have a surface area no smaller than what is required to accommodate a 5-inch-per-hour stormwater runoff surface loading rate.” This existing permit requirement sets the minimum square footage of the bioretention facility. For a facility this size to successfully treat the design runoff flow, the soil media must infiltrate runoff at a rate of at least 5 inches per hour. Thus, the essential characteristic of the bioretention soil is already established within the permit.

Accordingly, we recommend that the Regional Water Board take no action with regard to bioretention soil specifications, as the current MRP language is already adequate to the purpose. However, if the permit is to be amended to explicitly incorporate a bioretention soil objective, we recommend the following:

“Soils for bioretention facilities must be sufficiently permeable to infiltrate runoff at a minimum rate of 5 inches per hour during the life of the facility, and must provide sufficient retention of moisture and nutrients to support healthy vegetation.”

The guidance developed by WRA on behalf of the permittees meets this objective, and the guidance is clearly feasible to implement, but it would be incorrect (and counterproductive) to suggest this guidance is the only means and method by which the objective can be achieved.

Similarly, WRA’s report includes proposed testing methods for verification of alternative bioretention soil mixes. Although this information will be useful to permittee staff, some permittees have already indicated a preference for fewer or different tests to estimate the long-term infiltration rate.

WRA’s report also includes guidance on soil installation, the use of mulch, water conservation, and other topics of interest to designers and operators of bioretention facilities. This information is outside the scope of permit requirements, but will be useful to permittee staff and land development professionals.

We thank your staff for their helpful and attentive participation in the April roundtable and other discussions leading to this submittal.

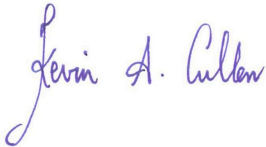
We certify under penalty of law that this document was prepared under our direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on our inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of our knowledge and belief, true, accurate, and complete. We are aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.



James Scanlin, Alameda Countywide Clean Water Program



Tom Dalziel, Contra Costa Clean Water Program



Kevin Cullen, Fairfield-Suisun Urban Runoff Management Program



Matt Fabry, San Mateo Countywide Water Pollution Prevention Program



Adam Olivieri, Santa Clara Valley Urban Runoff Pollution Prevention Program



Lance Barnett, Vallejo Sanitation and Flood Control District

Transmittal - Model Bioretention Soil Media Specifications – MRP Provision C.3.c.iii.(3)

Attachments:

Technical Memorandum, “Regional Bioretention Soil Guidance and Model Specification,” by WRA, Inc.

Technical Memorandum, “Regional Bioretention Installation Guidance,” by WRA, Inc.

Annotated Bibliography, “Regional Biotreatment Soil Guidance,” by WRA, Inc.

cc: Tom Mumley, Regional Water Board  
Shin-Roei Lee, Regional Water Board  
Dale Bowyer, Regional Water Board  
Sue Ma, Regional Water Board  
BASMAA Board of Directors



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# TECHNICAL MEMORANDUM

## Regional Bioretention Soil Guidance & Model Specification Bay Area Stormwater Management Agencies Association

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**Prepared For:**

Bay Area Stormwater Management Agencies  
Association (BASMAA)

**Contact:**

Megan Stromberg  
stromberg@wra-ca.com

**Date:**

November 12, 2010





# B A S M A A

Alameda Countywide  
Clean Water Program

Contra Costa  
Clean Water Program

Fairfield-Suisun  
Urban Runoff  
Management Program

Marin County  
Stormwater Pollution  
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April 29, 2011

Bruce Wolfe, Executive Officer  
California Regional Water Quality Control Board  
San Francisco Bay Region  
1515 Clay Street, Suite 1400  
Oakland, CA 94612

Subject: Green Roof Minimum Specifications - MRP Provision C.3.c.iii.(4)

Dear Mr. Wolfe:

This letter and attachment are submitted on behalf of all 76 permittees subject to the requirements of the Municipal Regional Stormwater NPDES Permit (MRP).

MRP Provision C.3.c.i.(2)(vii.) states:

Green roofs may be considered biotreatment systems that treat roof runoff only if they meet certain minimum specifications. By May 1, 2011, the Permittees shall submit for Water Board approval proposed minimum specifications for green roofs. This submittal to the Water Board shall, at a minimum, contain the information required in Provision C.3.c.iii.(4). Once the Water Board approves green roof minimum specifications, the Permittees shall ensure that green roofs installed to meet the requirements of Provision C.3.c. and C.3.d. comply with the Water Board-approved minimum specifications.

MRP Provision C.3.c.iii.(4) requires the Permittees, collaboratively or individually, to submit a report to the Water Board containing the following information:

- Proposed minimum design specifications for green roofs;
- Relevant literature and field data showing the feasibility of the minimum design specifications;
- Relevant literature, field, and analytical data showing adequate pollutant removal and compliance with the Provision C.3.d. hydraulic sizing criteria;
- Discussion of data and lessons learned from already installed green roofs;
- Discussion of barriers, including institutional and technical site specific constraints, to installation of green roofs and proposed strategies for removing these identified barriers; and
- Guidance for the Permittees to apply the minimum specifications in a consistent and appropriate manner.

Through the Bay Area Stormwater Management Agencies Association (BASMAA), the Permittees have worked together to develop the attached report, which addresses each of these requirements. The Permittees reviewed available literature, including USEPA's 2009 report, "Green Roofs for Stormwater Runoff Control," considered their experience with green roof projects in their jurisdictions, and queried some Bay Area developers who have experience with green roof projects or have evaluated using green roofs in their projects.

Our report concludes that typical green roof designs meet the C.3.d. hydraulic sizing criteria for treatment systems.

A recent media release by Green Roofs for Healthy Cities states the green roof industry grew by more than 16% in 2009. This acceleration in green roof installations appears to be separate from the influence of standards, requirements, or other regulatory drivers related to stormwater pollution prevention. The primary drivers include energy efficiency, reduction of greenhouse gases, credits toward LEED certification, and environmental cachet. Barriers to green roof construction appear to be cost and the regional development community's lack of familiarity with green roof construction; these barriers are already being overcome through the active promotion of green roof technology by groups such as Green Roofs for Healthy Cities.

As required, our report proposes strategies for furthering green roofs and overcoming barriers to green roofs and includes language the Permittees intend to incorporate in their C.3 compliance guidance for applicants for development approvals.

Please contact Jill Bicknell, BASMAA Development Committee Chair, at 408-720-8811 if you have any questions about the submittal or need additional information.

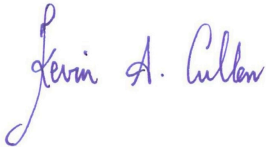
We certify under penalty of law that this document was prepared under our direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on our inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of our knowledge and belief, true, accurate, and complete. We are aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.



James Scanlin, Alameda Countywide Clean Water Program



Tom Dalziel, Contra Costa Clean Water Program



Kevin Cullen, Fairfield-Suisun Urban Runoff Management Program



Matt Fabry, San Mateo Countywide Water Pollution Prevention Program



Adam Olivieri, Santa Clara Valley Urban Runoff Pollution Prevention Program



Lance Barnett, Vallejo Sanitation and Flood Control District

Attachment: Green Roof Minimum Specifications

cc: Tom Mumley, Regional Water Board  
Shin-Roei Lee, Regional Water Board  
Dale Bowyer, Regional Water Board  
Sue Ma, Regional Water Board  
BASMAA Board of Directors

**Bay Area  
Stormwater Management  
Agencies Association**

## **Green Roof Minimum Specifications**

**Provision C.3.c.iii.(4)**

**Submitted to the  
California Regional Water Quality Control Board  
San Francisco Bay Region  
29 April 2011**



# B A S M A A

Alameda Countywide  
Clean Water Program

Contra Costa  
Clean Water Program

Fairfield-Suisun  
Urban Runoff  
Management Program

Marin County  
Stormwater Pollution  
Prevention Program

Napa County  
Stormwater Pollution  
Prevention Program

San Mateo Countywide  
Water Pollution  
Prevention Program

Santa Clara Valley  
Urban Runoff Pollution  
Prevention Program

Sonoma County  
Water Agency

Vallejo Sanitation  
and Flood  
Control District

Bay Area

Stormwater Management  
Agencies Association

P.O. Box 2385

Menlo Park, CA 94026

510.622.2326

info@basmaa.org

December 1, 2010

Bruce Wolfe, Executive Officer  
California Regional Water Quality Control Board  
San Francisco Bay Region  
1515 Clay Street, Suite 1400  
Oakland, CA 94612

**Subject: Special Projects Proposal / LID Treatment Reduction Credits MRP  
Provision C.3.e.ii.(2)**

Dear Mr. Wolfe:

This letter and attachment are submitted on behalf of all 76 permittees subject to the requirements of the Municipal Regional Stormwater NPDES Permit (MRP).

MRP Provision C.3.e.ii.(2) states:

When considered at a watershed scale, certain types of smart-growth, high-density and transit-oriented development can either reduce existing impervious surfaces or create less “accessory” impervious areas and automobile-related pollutant impacts. Incentive LID [Low Impact Development] treatment reduction credits approved by the Regional Water Board may be applied to these types of Special Projects.

Regarding these Special Projects, Provision C.3.e.ii.(2) requires the permittees to submit a report containing the following information:

- Identification of the types of projects proposed for consideration of LID treatment reduction credits and an estimate of the number and cumulative area of potential projects during the remaining term of this Permit for each type of project;
- Identification of institutional barriers and/or technical site-specific constraints to providing 100% LID treatment onsite that justify the allowance for non-LID treatment measures onsite;
- Specific criteria for each type of Special Project proposed, including size, location, minimum densities, minimum floor area ratios, or other appropriate limitations;
- Identification of specific water quality and environmental benefits provided by these types of projects that justify the allowance for non-LID treatment measures onsite;
- Proposed LID treatment reduction credit for each type of Special Project and justification for the proposed credits. The justification shall include identification and an estimate of the specific water quality benefit provided by each type of Special Project proposed for LID treatment reduction credit; and

- Proposed total treatment reduction credit for Special Projects that may be characterized by more than one category and justification for the proposed total credit.

Through the Bay Area Stormwater Management Agencies Association (BASMAA), the permittees have worked with each other, with your staff, and with staff of the Association of Bay Area Governments (ABAG) and the Metropolitan Transportation Commission (MTC) as this proposal was developed.

The permittees developed an informational slide show and presented it to members of your staff on April 1, 2010. This initial discussion was followed up by informal discussions throughout the ensuing months. Regional Water Board staff also attended an October 27, 2010 meeting with BASMAA, ABAG, and MTC. At this meeting, participants discussed the types of projects proposed for consideration of LID treatment reduction credits, institutional barriers and technical site-specific constraints to providing 100% LID treatment onsite, and the water quality and environmental benefits provided by these types of projects. In particular, Regional Water Board staff discussed with the permittees and with MTC and ABAG staff how the types of “smart growth” projects that are proposed as “special projects” contribute to regional efforts to promote more sustainable urban growth patterns within the San Francisco Bay Area.

The 76 municipal permittees vary considerably with regard to current and future development patterns, and also vary with regard to experience implementing LID. BASMAA has found it challenging to define proposed “special projects” categories that will apply regionally and where institutional barriers and site-specific constraints may require the use of alternatives to the LID treatment measures allowed by MRP Provision C.3.c.

In the attached proposal, BASMAA has defined four categories of projects (designated Categories A, B, D, and E) that we estimate would, all together, create approximately 33 acres of impervious area, or 1% of the total impervious area projected to be created or replaced by Regulated Projects under Provision C.3 during the remaining permit term. BASMAA has also defined a fifth category of projects (designated Category C), which aims to facilitate transit-oriented development (TOD) projects as described in the permit. BASMAA has found it difficult to reach consensus on a proposed category delineation that incorporates TOD projects that merit additional options for treatment and that also limits the size and extent of projects that would fall within the proposed category. Category C in the attached proposal places various restrictions on the geographic location and project characteristics, including a requirement that surface parking constitute no more than 10% of the post-project impervious area. We estimate projects in this category would comprise between 5% and 15% of the total impervious area projected to be created or replaced by Regulated Projects under Provision C.3, creating between 168 and 503 acres of impervious area during the remaining MRP term.

Working through BASMAA, the permittees have developed a proposal that addresses the permit provision and the need to support sustainable growth strategies across the region. The applicability of the proposal has been substantially restricted to ensure that it is implemented as the exception rather than the rule. Under our proposal, these projects would be strongly encouraged to use the Provision C.3.c. LID measures and would also be allowed the option of



installing tree-box-type high-rate biofilters or below-ground vault-based high-rate media filters to treat runoff.

We look forward to working with your staff to further our mutual understanding of this proposal and its consequences, to possibly refine one or more project categories, and to articulate the appropriate Special Projects categories in a draft permit amendment for consideration by your Board.

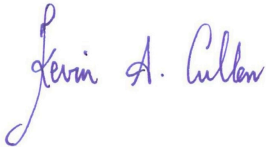
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James Scanlin, Alameda Countywide Clean Water Program



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Lance Barnett, Vallejo Sanitation and Flood Control District

Attachment: Special Projects Proposal

cc: Tom Mumley, Regional Water Board  
Shin-Roei Lee, Regional Water Board  
Dale Bowyer, Regional Water Board  
Sue Ma, Regional Water Board  
BASMAA Board of Directors

**Bay Area  
Stormwater Management  
Agencies Association**

## **Special Projects Proposal**

**Provision C.3.e.ii.**

**Submitted to the  
California Regional Water Quality Control Board  
San Francisco Bay Region  
1 December 2010**

Model Wet Season Notification Letter per Provision C.6.e.ii(1)

[[ == Date ==]]

[[== Name of Project Developer or Owner ==]]

[[== Mailing Address ==]]

Reference: [[== Insert project name and address, and/or project number ==]]

Dear [[== Insert Name of Developer or Owner ==]]

This letter is an official notice regarding the above-referenced project, which has received a development permit from [[== Name of Jurisdiction ==]]. Please be advised that the project is subject to the [[== Name of Jurisdiction ==]]'s stormwater control requirements, as well as applicable State requirements.

Appropriate stormwater best management practices are required throughout the year, but are of particular concern during the wet season (which the Municipal Regional Stormwater Permit defines as October 1 through April 30). The purpose of this letter is to remind you to prepare the above-referenced construction site for the coming wet season.

Failure to implement effective best management practices that prevent construction site discharges of pollutants, and impacts on beneficial uses of receiving waters, is a violation of the [[== Name of Jurisdiction ==]]'s stormwater ordinance and subject to enforcement action. Violations may also result in enforcement action by the Regional Water Quality Control Board.

Information regarding stormwater best management practices is available on the San Mateo Countywide Water Pollution Prevention Program's website, [www.flowstobay.org](http://www.flowstobay.org) (click on "Business," then "Construction"). For more information regarding this correspondence, please contact [[== Insert name and contact information for local contact ==]].

Sincerely,

[[== Name and Title ==]]

# CONSTRUCTION SITE INSPECTION REPORT

1. Inspection Date: \_\_\_\_\_ 1a. Current weather conditions: \_\_\_\_\_ 1b. Rainfall with runoff since last inspection?  Yes  No
2. Name of Project: \_\_\_\_\_ 2a. Project No./Permit No. \_\_\_\_\_
3. Project Location: \_\_\_\_\_
4. Inspection Type:  Routine  Pre-Rain  During Rain  After Rain  Follow-up  Other
5. Permit Type:  Building Permit  Grading Permit  Site Development  CIP Project

6. Project disturb 1 acre or more?: \_\_\_\_\_ (yes/no) NOI Required: \_\_\_\_\_ (yes/no) SWPPP dated \_\_\_\_/\_\_\_\_/\_\_\_\_  
 Project covered under Statewide General Construction Activity Permit? \_\_\_\_\_ (yes/no) SWPPP on site? \_\_\_\_\_ (yes/no)

7. High Priority Site (significant threat to water quality)? \_\_\_\_\_ (yes/no)  
 NOTE: Sites disturbing 1 acre or more AND High Priority Sites require monthly inspections during the wet season (from Oct. 1 thru April 30).

8. Project Type:  Commercial/Industrial  Residential  Street Improvement  Landscaping  
 Utility (water, sewer, PG&E)  Grading  Demolition  Other

9. Erosion Control Measures: Location on site
- |  |       |                                   |   |  |   |
|--|-------|-----------------------------------|---|--|---|
| <input type="checkbox"/> Jute Netting/Fiber Blankets           | _____ | <input type="checkbox"/> Adequate | <input type="checkbox"/> Requires Maintenance | <input type="checkbox"/> Non-Compliant | <input type="checkbox"/> Not Applicable |
| <input type="checkbox"/> Mulch                                 | _____ | <input type="checkbox"/> Adequate | <input type="checkbox"/> Requires Maintenance | <input type="checkbox"/> Non-Compliant | <input type="checkbox"/> Not Applicable |
| <input type="checkbox"/> Hydroseed/Soil binder/Compost blanket | _____ | <input type="checkbox"/> Adequate | <input type="checkbox"/> Requires Maintenance | <input type="checkbox"/> Non-Compliant | <input type="checkbox"/> Not Applicable |
| <input type="checkbox"/> Mark Areas to be Preserved            | _____ | <input type="checkbox"/> Adequate | <input type="checkbox"/> Requires Maintenance | <input type="checkbox"/> Non-Compliant | <input type="checkbox"/> Not Applicable |
| <input type="checkbox"/> Tree Protection Fencing               | _____ | <input type="checkbox"/> Adequate | <input type="checkbox"/> Requires Maintenance | <input type="checkbox"/> Non-Compliant | <input type="checkbox"/> Not Applicable |
| <input type="checkbox"/> Riparian Area Barrier                 | _____ | <input type="checkbox"/> Adequate | <input type="checkbox"/> Requires Maintenance | <input type="checkbox"/> Non-Compliant | <input type="checkbox"/> Not Applicable |

10. Sediment Control Measures
- |   |       |                                   |   |  |   |
|---|-------|-----------------------------------|---|--|---|
| <input type="checkbox"/> Wattles/Fiber Rolls/Compost Socks  | _____ | <input type="checkbox"/> Adequate | <input type="checkbox"/> Requires Maintenance | <input type="checkbox"/> Non-Compliant | <input type="checkbox"/> Not Applicable |
| <input type="checkbox"/> Silt Fences / Compost Berms        | _____ | <input type="checkbox"/> Adequate | <input type="checkbox"/> Requires Maintenance | <input type="checkbox"/> Non-Compliant | <input type="checkbox"/> Not Applicable |
| <input type="checkbox"/> Sedimentation Basin                | _____ | <input type="checkbox"/> Adequate | <input type="checkbox"/> Requires Maintenance | <input type="checkbox"/> Non-Compliant | <input type="checkbox"/> Not Applicable |
| <input type="checkbox"/> Inlet filters (Bags, sand, gravel) | _____ | <input type="checkbox"/> Adequate | <input type="checkbox"/> Requires Maintenance | <input type="checkbox"/> Non-Compliant | <input type="checkbox"/> Not Applicable |
| <input type="checkbox"/> Dust Control                       | _____ | <input type="checkbox"/> Adequate | <input type="checkbox"/> Requires Maintenance | <input type="checkbox"/> Non-Compliant | <input type="checkbox"/> Not Applicable |
| <input type="checkbox"/> Stabilized construction entrance   | _____ | <input type="checkbox"/> Adequate | <input type="checkbox"/> Requires Maintenance | <input type="checkbox"/> Non-Compliant | <input type="checkbox"/> Not Applicable |
| <input type="checkbox"/> Check Dams                         | _____ | <input type="checkbox"/> Adequate | <input type="checkbox"/> Requires Maintenance | <input type="checkbox"/> Non-Compliant | <input type="checkbox"/> Not Applicable |
| <input type="checkbox"/> Street Sweeping                    | _____ | <input type="checkbox"/> Adequate | <input type="checkbox"/> Requires Maintenance | <input type="checkbox"/> Non-Compliant | <input type="checkbox"/> Not Applicable |
| <input type="checkbox"/> Earth Dikes / Drainage Swales      | _____ | <input type="checkbox"/> Adequate | <input type="checkbox"/> Requires Maintenance | <input type="checkbox"/> Non-Compliant | <input type="checkbox"/> Not Applicable |

11. Run-on and Runoff Control
- |   |       |                                   |   |  |   |
|---|-------|-----------------------------------|---|--|---|
| <input type="checkbox"/> Earth Dikes / Drainage Swales      | _____ | <input type="checkbox"/> Adequate | <input type="checkbox"/> Requires Maintenance | <input type="checkbox"/> Non-Compliant | <input type="checkbox"/> Not Applicable |
| <input type="checkbox"/> Sampling is conducted, if required | _____ | <input type="checkbox"/> Adequate | <input type="checkbox"/> Requires Maintenance | <input type="checkbox"/> Non-Compliant | <input type="checkbox"/> Not Applicable |

12.  Active Treatment System (if any) \_\_\_\_\_  Adequate  Requires Maintenance  Non-Compliant  Not Applicable  
 Comments: \_\_\_\_\_

13. Good Site Management
- |   |       |                                   |   |  |   |
|---|-------|-----------------------------------|---|--|---|
| <input type="checkbox"/> Construction materials (wood, cement, etc) | _____ | <input type="checkbox"/> Adequate | <input type="checkbox"/> Requires Maintenance | <input type="checkbox"/> Non-Compliant | <input type="checkbox"/> Not Applicable |
| <input type="checkbox"/> Petroleum Products (oil, fuel)             | _____ | <input type="checkbox"/> Adequate | <input type="checkbox"/> Requires Maintenance | <input type="checkbox"/> Non-Compliant | <input type="checkbox"/> Not Applicable |
| <input type="checkbox"/> Hazardous materials (paint, solvent)       | _____ | <input type="checkbox"/> Adequate | <input type="checkbox"/> Requires Maintenance | <input type="checkbox"/> Non-Compliant | <input type="checkbox"/> Not Applicable |
| <input type="checkbox"/> Waste Systems Management                   | _____ | <input type="checkbox"/> Adequate | <input type="checkbox"/> Requires Maintenance | <input type="checkbox"/> Non-Compliant | <input type="checkbox"/> Not Applicable |
| <input type="checkbox"/> Soil Stockpiles                            | _____ | <input type="checkbox"/> Adequate | <input type="checkbox"/> Requires Maintenance | <input type="checkbox"/> Non-Compliant | <input type="checkbox"/> Not Applicable |
| <input type="checkbox"/> Vehicle Servicing                          | _____ | <input type="checkbox"/> Adequate | <input type="checkbox"/> Requires Maintenance | <input type="checkbox"/> Non-Compliant | <input type="checkbox"/> Not Applicable |

14. Non-Stormwater Management
- |  |       |                                   |   |  |   |
|--|-------|-----------------------------------|---|--|---|
| <input type="checkbox"/> Concrete washout area | _____ | <input type="checkbox"/> Adequate | <input type="checkbox"/> Requires Maintenance | <input type="checkbox"/> Non-Compliant | <input type="checkbox"/> Not Applicable |
| <input type="checkbox"/> Other: _____          | _____ | <input type="checkbox"/> Adequate | <input type="checkbox"/> Requires Maintenance | <input type="checkbox"/> Non-Compliant | <input type="checkbox"/> Not Applicable |

15. Are the discharge points free of any evidence of illicit discharge?  Yes  No Comments: \_\_\_\_\_

16. **Enforcement/Follow-Up** Date problem first identified: \_\_\_\_\_ Next follow-up inspection date: \_\_\_\_\_  
 Comments: \_\_\_\_\_  
 Enforcement:  None/In Compliance  Verbal Notice  Notice of Violation  Notice to Comply  Stop Work  Administrative Fine

17. Resolution:  Problem Fixed  Need More Time (include rationale in comments)  Escalate Enforcement  Date resolved: \_\_\_\_/\_\_\_\_/\_\_\_\_  
 Was there rain with runoff after problem identified and before resolution?  Yes  No  Items corrected during inspection (see comments)  
 Comments: \_\_\_\_\_

18. Inspector's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

19. Name of Project Manager (Print) \_\_\_\_\_ Phone Number \_\_\_\_\_

Signature of Project Manager \_\_\_\_\_ Date: \_\_\_\_\_



## **Stormwater Training for Construction Site Control: Qualified SWPPP Practitioner/ Developer (QSP/QSD) Training**

### **Attention:**

- Do you need training on **construction BMPs** and an overview of the Construction General Permit?
- Are you responsible for implementing **Storm Water Pollution Prevention Plans** and/or supervising capital projects?
- Will you write, amend or certify **Storm Water Pollution Prevention Plans**?

**April 26-28, 2011**

**8:00 a.m. to 5:00 p.m.  
Michael's @ Shoreline  
2960 Shoreline Blvd.  
Mountain View, CA 94043**

The 2009-0009-DWQ Construction General Permit (CGP) requires that Qualified SWPPP (Storm Water Pollution Prevention Plan) Developers (QSDs) and Qualified SWPPP Practitioners (QSPs) attend a State Water Board Sponsored Training Course **by September 2, 2011**. In accordance with these requirements the APWA Silicon Valley Chapter and the San Mateo Water Pollution Prevention Program are offering this State Approved Course.

This training workshop is designed to meet the needs of municipal staff, consultants, and contractors to implement the requirements of the 2009 Construction General Permit (CGP) for projects that disturb one acre or more of land. The April 26 workshop session will also provide training on the proper use of construction best management practices (BMPs) applicable to projects of any size.

In order to qualify to take the State Water Board's QSP or QSD certification exam, you **must 1) be a registered or certified professional (P.E., P.G., C.E.G., CPESC, CPSWQ, CESSWI, CISEC, etc.), and 2) attend the two day (for QSP) or the three-day (for QSD) training workshop**. For information on prerequisite QSP/QSD registration/certification, click [here](#) to go to the State Water Resources Control Board.

### **Workshop options:**

For QSP training - attend April 26 and 27                      \$200 APWA Members/ \$ 300 Non-Members\*

For QSD training - attend April 26, 27, and 28                \$300 APWA Members/ \$ 450 Non-Members

Municipal staff who need general training on the Construction General Permit and construction BMPs, but do not need QSP or QSD certification may attend the session on April 26\*.

### **Online Registration (by 4:00 PM, Friday, April 22, 2011):**

Click [here](#) to register online with credit/debit card at APWA Silicon Valley Chapter's website. **Space is limited**. If paying by check, your registration will be confirmed after receipt. (For new members and guests, click [here](#) to create an APWA account with a username and password. For registration assistance, contact Robert Fontanilla at [rfontanilla@cornerstoneearth.com](mailto:rfontanilla@cornerstoneearth.com) or 408-245-4600 x 117.)

*\*For Staff Members Only of Municipalities in San Mateo County (subject to space availability) – Registration fees for QSP training on April 26 and 27 are sponsored by SMCSWPP. For QSD training certification and attendance of the April 28 session, the cost is \$100 (APWA members) or \$150 (for non-members). Contact Laura Prickett, [lprickett@eoainc.com](mailto:lprickett@eoainc.com), 510-832-2852 x123, for verification questions and discount code.*



**SAN MATEO COUNTYWIDE  
Water Pollution Prevention Program**

Clean Water. Healthy Community.

[www.flowstobay.org](http://www.flowstobay.org)

**VERIFICATION REGISTRATION FORM  
FOR  
SAN MATEO COUNTY MUNICIPALITIES  
ONLY**

**QSP/QSD Training**  
(Subject to Space Availability)

*April 26, 27 and 28*

8:00 a.m. to 5:00 p.m.

Michael's at Shoreline

2960 Shoreline Boulevard, Mountain View, CA 94043

**Registration Options:**

- For General training on April 26 only (Sponsored by SMCSWPPP)
- For QSP training on April 26 and 27 (Sponsored by SMCSWPPP)
- For QSD training on April 26, 27, and 28 \$100 APWA Members/ \$ 150 Non-Members

**Online Registration (by 4:00 PM, Friday, April 22, 2011):**

Click [here](#) to register online with credit/debit card (VISA/Mastercard only) at APWA Silicon Valley Chapter's website. If paying by check, your registration will be confirmed after receipt. Apply code (from Laura Prickett) at checkout for discount.

*(For new members and guests, click [here](#) to create an APWA account with a username and password. For registration assistance, contact Robert Fontanilla at [rfontanilla@cornerstoneearth.com](mailto:rfontanilla@cornerstoneearth.com) or 408-245-4600 x 117.)*

***For payment by check please make it out to "APWA Silicon Valley" and mailed to:  
Cornerstone Earth Group c/o Robert Fontanilla, 1259 Oakmead Parkway, Sunnyvale, CA 94085. All payments must be received by the registration due date noted above.***

***You will be sent a reminder and agenda approximately 2-3 days prior to the workshop.***



**QSD/QSP Training Agenda**

***Day 1: April 26***

---

8:45 – 9:15	Registration and breakfast	
9:15 – 9:25	Welcome/Introduction of Trainers and Class	
9:25 – 10:30	Module 1: Training Overview and Stormwater Regulations	Scott Taylor
10:30 – 10:40	Break	
10:40 – 12:15	Module 2: Erosion Processes and Sediment Production	Scott Taylor
12:15 – 1:00	Lunch	
1:00 – 3:00	Module 3: Permit Requirements/SWPPPs	Tanya Bilezikjian
3:00 – 3:10	Break	
3:10- 5:00	Module 4: Construction Site BMPs	Scott Taylor

***Day 2: April 27***

7:30 – 8:00	Registration and breakfast	
8:00 – 9:30	Module 5: Construction Site Monitoring	Tanya Bilezikjian
9:30 – 9:45	Break	
9:45 – 11:15	Module 5 (continued)	Tanya Bilezikjian
11:15 – 12:15	Module 6: Reporting Requirements	Scott Taylor
12:15 – 1:00	Lunch	
1:00 – 2:00	Module 7: SMARTS and PRDs	Tanya Bilezikjian
2:00 – 3:45	Group Exercise - Reporting Group Exercise – SWPPP Map Prep	
3:45 – 4:15	Questions and Certificates	

***Day 3: April 28***

8:00 – 8:30	Registration and breakfast	
8:30 – 10:00	Module 8: Project Planning and Site Risk Assessment	Anna Lantin
10:00 – 10:15	Break	
10:15 – 12:00	Module 8 (continued)	Anna Lantin
12:00 – 12:45	Lunch	
12:45 – 3:00	Module 9: SWPPP Preparation	Anna Lantin
3:00 – 3:15	Break	
3:15 – 4:15	Module 10: Project Closeout & Annual Reports	Anna Lantin
4:15 – 4:45	Questions and Certificates	

---






APWA/ SMCSWPPP

QSP QSD Workshop - April 26, 27, 28, 2011

First	Last	Company	April 26, 2011	April 27, 2011	April 28, 2011
1 Muneer	Ahmed	Town of Colima	Muneer M	[Signature]	
2 Edward	Arango	City of Campbell	[Signature]	[Signature]	[Signature]
3 Zack	Azzari	County of San Mateo, Public Works	[Signature]	[Signature]	
4 Teri	Beckett	Shaw Environmental	Teri Beckett	Teri Beckett	Teri Beckett
5 Jesse	Bonner	CSG Consultants	San Bonner	Jesse Bonner	
6 Chad	Browning	Sandis	[Signature]	[Signature]	[Signature]
7 Armando	Carlos	San Mateo County	Armando Carlos		
8 Hector	Carlos	San Mateo County	[Signature]		
9 Julie	Casagrande	County of San Mateo	[Signature]		
10 Ray	Chan	City of San Carlos	Ray Chan	Ray Chan	Ray Chan
11 Hsiao Shi	Chen	City of San Carlos	[Signature]	[Signature]	[Signature]
12 Bruce	Chu	Sandis	[Signature]	[Signature]	[Signature]
13 Michael	Cooper	URS Corporation	Michael K Cooper	Michael K Cooper	
14 Tom	Davenport	County of San Mateo	Tom Davenport		
15 Craig	Dierling	City of Lompoc	[Signature]	[Signature]	[Signature]
16 Jennifer	Ellis	Hatch Mott MacDonald	[Signature]	[Signature]	[Signature]
17 Gratien	Etchebehere	Town Of Woodside	[Signature]	[Signature]	
18 Matthew	Fabry	San Mateo Countywide Water Pollution Prevention Program	Matthew Fabry		



APWA/ SMCSWPPP  
 QSP QSD Workshop - April 26, 27, 28, 2011

First	Last	Company	April 26, 2011	April 27, 2011	April 28, 2011
19 Michael	Fisher	Mark Thomas & Co			
20 Carole	Foster	San Mateo County			
21 Jane	Gomery	City of Burlingame			
22 Rajeev	Hada	City of Palo Alto	R.D. Hada	R.D. Hada	R.D. Hada
23 Mark	Hathaway	City of San Mateo	Mark Hathaway		
24 Matt	Hill	County of San Mateo	Mark Hill		
25 Daniel	Ho	Mark Thomas & Company	Dan Ho	Dan Ho	Dan Ho
26 David	Huynh	Town of Atherton	David Huynh	David Huynh	David Huynh
27 Lester	Ikegami	Allied Engineering Co	Lester Ikegami	Lester Ikegami	Lester Ikegami
28 Emmett	Jackson	San Mateo County Public Works Dept	Emmett Jackson		
29 Timothy	Johnson	City of Morgan Hill	Tim Johnson	Tim Johnson	
30 Robert	Kagiyama	City of Mountain View	Robert Kagiyama	Robert Kagiyama	Robert Kagiyama
31 Kiley	Kinnon	Veolia Water Burlingame	Rob Kinnon		
32 Rob	Lecel	City of South San Francisco	Rob Lecel	Rob Lecel	
33 RICHARD	LEE	SAN MATEO COUNTY	Richard Lee	Richard Lee	
34 Mikel	Lowrie	City of Burlingame	Mikel Lowrie		
35 Rod	Macaraeg	City of Mountain View	Rod Macaraeg	Rod Macaraeg	Rod Macaraeg
36 Mark	Marelch	County of San Mateo	Mark Marelch	Mark Marelch	Mark Marelch



APWA/ SMCSWPPP

QSP QSD Workshop - April 26, 27, 28, 2011

First	Last	Company	April 26, 2011	April 27, 2011	April 28, 2011
37	Greg	City of Brisbane			
38	Stevan	SNCE			
39	Martin	Hatch Mott McDonald			
40	Rey	City of Mountain View			
41	Sean	City of Mountain View			
42	Michael	Ruth and Going, Inc			
43	Diana	County of San Mateo			
44	Jim	Mark Thomas and Company			
45	Lisa	Underwood & Rosenblum, Inc <sup>QSD</sup>			
46	John	City of Belmont			
47	Steve	Town of Atherton			
48	Victor	City of Burlingame			
49	David	Underwood & Rosenblum, Inc <sup>QSD</sup>			
50	Somnuk	City of Redwood City			
51	Deric	Ruth and Going Inc			
52	Tanisha	City of Redwood City			
53	Gilbert	City of Belmont			
54	Michael	City of San Jose			

55 Palagrini Constr. ROBERT BLECHNER

56 LANA Prickett EOA, INC

QSD!

QSD!



Module 1: Training Overview and Stormwater Regulations (3)

Module 2: Erosion Processes and Sediment

Module 3: Permit Requirements/SWPPP's (2)

ATS

Erosion Control Calculation

**7. Would you be interested in attending another workshop on construction site stormwater controls?**

Yes (34)

No (1)

It Depends

Bring actual materials to show effectiveness of BMPs – Do's and Don'ts.

**8. Suggestion for future topics?**

Expand the example section of the BMPs

Updates as regulatory requirements/BMP methodology evolves.

Refresher course.

Corp yard SWPPP updates & BMPs.

Small, single family home developments & small commercial projects.

More Inspector training.

Linear permit/ATS.

None

Case studies of actual construction activities.

Dealing with sediment during removal of BMPs

Work along creeks

Rain gardens & designs for storm water flows in urban infill sites.

Tech info on soil stabilization.

**9. General Comments?**

Flowed well, good time management

Great Seminar

Nice setting

Very knowledgeable presenters

Good lunch

Good presentation

Speakers need to stay behind the podium so we can see the screen.

Very good instructors!

Had glass in lunch food.

Thank You!

Dry but good.

Instructors did a good job of making a very dry topic somewhat interesting.

Keep up the good work.

Great workshop at great location.

Provide more hands-on practical, site specific reviews.

Gravel bags don't work during the wet season – causes overall flooding.

## QSD/QSP Training Day 2: April 27

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### Response Summary

Total Started Survey: 14  
Total Completed Survey: 14 (100%)

Number of Day 2 attendees: 40

PAGE: EVALUATE TRAINING BY SAN MATEO COUNTYWIDE WATER POLLUTION PREVENTION PROGRAM AND APWA-SILICON VALLEY

#### 1. Module 5: Construction Site Monitoring - Tanya Bilezikjian

	Response Percent	Response Count
Very Useful	57.1%	8
Useful	42.9%	6
Not Useful	0.0%	0
	answered question	14
	skipped question	0

#### 2. Module 6: Reporting Requirements - Scott Taylor

	Response Percent	Response Count
Very Useful	57.1%	8
Useful	42.9%	6
Not Useful	0.0%	0
	answered question	14
	skipped question	0

#### 3. Module 7: SMARTS and PRDs - Tanya Bilezikjian

	Response Percent	Response Count
Very Useful	50.0%	7
	answered question	14
	skipped question	0



**3. Module 7: SMARTS and PRDs - Tanya Bilezikijan**

Useful	42.9%	6
Not Useful	7.1%	1
<b>answered question</b>		<b>14</b>
<b>skipped question</b>		<b>0</b>

**4. Group Exercises - Reporting and SWPPP Map Prep**

	Response Percent	Response Count
Very Useful	42.9%	6
Useful	57.1%	8
Not Useful	0.0%	0
<b>answered question</b>		<b>14</b>
<b>skipped question</b>		<b>0</b>

**5. Which topics presented on Day 2 (April 27) were most beneficial?**

	Response Count
	11 (responses listed at end of summary)
<b>answered question</b>	<b>11</b>
<b>skipped question</b>	<b>3</b>

**6. Which topics presented on Day 2 (April 27) were the least beneficial?**

	Response Count
	4 (responses listed at end of summary)
<b>answered question</b>	<b>4</b>
<b>skipped question</b>	<b>10</b>

**7. Would you be interested in attending another workshop on construction site stormwater controls?**

	answered question	13
	skipped question	1
	Response	Response
	Percent	Count
Yes	46.2%	6
No	0.0%	0
Maybe	38.5%	5
I answered this on the Day 1 evaluation form and have not changed my answer.	15.4%	2

**RESPONSES TO QUESTIONS SOLICITING COMMENTS:**

**Responses to Question 5 (Which topics presented on Day 2 (April 27) were most beneficial?):**

- cannot differentiate
- The group exercises were great. They were extremely helpful.
- The group exercise
- Reporting Requirements (Module 6)
- Modules 5, 6, 7 and lunch.
- group exercises
- The entire class was very useful and I learned a lot.
- site monitoring (Module 5)
- topic 5 and 6
- The group exercises really helped to synthesize what we learned!
- Module 7 (SMARTS and PRDs)

**Responses to Question 6 (Which topics presented on Day 2 (April 27) were the least beneficial?):**

- For the SMARTS portion of the training, both the slides in the handouts and those in the powerpoint presentation were unreadable. It did not provide much benefit to the training.
- None
- Group exercise was the least.
- None

**Responses to Question 8 (Suggestion for future topics?)**

- More different kinds of practical examples for design projects.
- Maybe another follow up class with more hands on examples.
- More hands on activities and group discussions. The do's and don't s in the field really helps us understand which BMPs to use and why on various sites.

**Responses to Question 9 (General Comments?)**

- Instructors did a good job of stating and restating important information. There was a lot to retain, and the repetition solidified the concepts for me.
- Presenters were good and knowledgeable. Handouts and Powerpoint slides were poor to useless (illegible) in many cases. Lunch was very good.
- Had a hard time reading the small print on a good portion of the handouts, and there was also a lot of small print on the overhead slides...
- Thanks!!

## QSD/QSP Training Day 3: April 28

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### Response Summary

Total Started Survey: 13  
Total Completed Survey: 13 (100%)

Total Day 3 Attendees: 27

PAGE: EVALUATE TRAINING BY SAN MATEO COUNTYWIDE WATER POLLUTION PREVENTION PROGRA...

#### 1. Module 8: Project Planning and Site Risk Assessment - Anna Lantin

	Response Percent	Response Count
Very Useful	53.8%	7
Useful	46.2%	6
Not Useful	0.0%	0
	answered question	13
	skipped question	0

#### 2. Module 9: SWPPP Preparation - Anna Lantin

	Response Percent	Response Count
Very Useful	53.8%	7
Useful	38.5%	5
Not Useful	7.7%	1
	answered question	13
	skipped question	0

#### 3. Module 10: Project Closeout & Annual Reports - Anna Lantin

	Response Percent	Response Count
Very Useful	46.2%	6
	answered question	13
	skipped question	0

**3. Module 10: Project Closeout & Annual Reports - Anna Lantin**

<b>Useful</b>	<b>53.8%</b>	<b>7</b>
<b>Not Useful</b>	<b>0.0%</b>	<b>0</b>
	<b>answered question</b>	<b>13</b>
	<b>skipped question</b>	<b>0</b>

**4. Which Topics presented on April 28 were most beneficial?**

	<b>Response Count</b>
	8 (Responses shown at end of survey)
<b>answered question</b>	<b>8</b>
<b>skipped question</b>	<b>5</b>

**5. Which Topics presented on April 28 were the least beneficial?**

	<b>Response Count</b>
	5 (Response shown at end of survey)
<b>answered question</b>	<b>5</b>
<b>skipped question</b>	<b>8</b>

**6. Would you be interested in attending another workshop on construction site stormwater controls?**

	<b>Response Percent</b>	<b>Response Count</b>
<b>Yes</b>	<b>33.3%</b>	<b>4</b>
<b>No</b>	<b>0.0%</b>	<b>0</b>
<b>Maybe</b>	<b>41.7%</b>	<b>5</b>
<b>I responded to this question on a previous day's survey and have not changed my response.</b>	<b>25.0%</b>	<b>3</b>
	<b>answered question</b>	<b>12</b>
	<b>skipped question</b>	<b>1</b>

RESPONSES TO QUESTIONS SOLICITING COMMENTS:

**Responses to Question 4** (Which topics presented on Day 2 (April 27) were most beneficial?):

- sample test questions
- Risk Determination SWPPP preparation Test preparation
- 1.SWPPP preparation and risk calculation tools 2.Sample test questions
- The test preparation discussion, and going through the CGP.
- Practice problems
- all
- The topics is risk assessments
- SWPPP

**Responses to Question 5** (Which topics presented on Day 2 (April 27) were the least beneficial?):

- None. The entire day was presented in an interesting and informative manner.
- None
- none
- SWPPP Preparation
- Bioassessment

**Responses to Question 7** (Suggestions for Future Topics not already given on a previous day?)

- 0 responses.

**Responses to Question 8** (General Comments?)

- Many of the handouts and screen shots were illegible and therefore useless for future reference.
- Very knowledgeable presenters.
- Excellent speaker and presentation material.

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# APPENDIX C

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**CII Subcommittee Attendance – FY 2010/11**

Name	Agency	PHONE	FAX No.	E-Mail	Sept.	Dec.	March	June
	City of Atherton							
Bozhena Palatnik Gilbert Yau Leticia Alvarez Dalia Corpus	City of Belmont	659 593-7463		Bpalatnik@Belmont.gov	√	√	√	√
Matt Fabry	City of Brisbane	415 508-2134	415 467-5547	mfabry@ci.brisbane.ca.	√	√	√	√
Kiley Kinnon	City of Burlingame	342-3727	342-3712	kiley.kinnon@veoliawater na.com	√	√	√	√
Louis Gotelli	City of Colma	757-8888	757-8890	Louis.Gotelli@colma.ca.us	√	√	√	√
Ward Donnelly	City of Daly City	991-8208	991-8220	wdonnelly@dalycity.org	√	√	√	√
John Latu	City of East Palo	853-3165		jlatu@cityofepa.org				
Norm Dorais	City of Foster City	286-3279	349-7204	ndorais@fostercity.org				
Larry Carnahan	City of Half Moon	726-88260		larryc@hmbcity.com				√
Jen Chen	Town of Hillsborough							
Virginia Parks/ Jennifer Ng	City of Menlo Park	330-6752 330-6743		vkfparks@menlopark.org	√			√
Catherine Allin	City of Millbrae	259-2470	259-2398	callin@ci.millbrae.ca.us		√	√	√
Kevin Cesar	City of Millbrae	222-0545		kcesar@ci.millbrae.ca.us				
Lizzy Claycomb	City of Pacifica			jlo@ci. pacificaca.us				
Jason Lo Raymund Donguines	City of Pacifica	738-7456 738-3768		<a href="mailto:loi@ci.pacificaca.us">loi@ci.pacificaca.us</a> donguinesr@ci.pacificaca.us		√	√	√
	Town of Portola Valley							
Marilyn Harang	City of Redwood City	780-7497	780-7445	mharang@redwoodcity.org			√	
Gary Lepori	City San Bruno	616-7020		glepori@SanBruno.ca.gov				
Mike Dillon	City San Carlos	802-4139		mdillon@cityofsancarlos.org	√	√		√
Vern Bessey Shelli St. Clair	City San Mateo	522-7342	522-7351	sstclair@cityofsanmateo.org		√	√	√
Alan Atwater	City San Mateo	522-7343	522-7351	AAtwater@cityofsanmateo.org	√			
Rob Lecel	City of So. San Francisco	829-3882	829-3855	rob.lecel@ssf.net	√	√		√
Andy Wemmer	City of So. San Francisco	829-3883		Andrew.wemmer@ssf.net		√	√	
Gratien Etchebehere	Town of Woodside	650-851-		getchebehere@woodside town.org				
Dermot Casey	County of San Mateo	363-4957	363-7337	<a href="mailto:dcasey@co.sanmateo.ca.us">dcasey@co.sanmateo.ca.us</a>	√	√	√	√
Tim Swillinger	County of San Mateo	372-6245	627-8244	tswillinger@co.sanmateo.		√		
Mark Chow	County of San Mateo	599-1489		mchow@co.sanmateo.ca.		√		
Matt Fabry	SMCWPPP Coordinator	415 508-2134	415 467-5547	mfabry@ci.brisbane.ca.	√	√	√	
Michael Li/ Peter Fong	SBSA	594-8411 Ext. 139	591-7122	mli@sbsa.org				√
Norm Domingo	SBSA	650 594-8411		ndomingo@sbsa.com	√	√	√	
Cecil Felix	Water Board	510 622-2343		CFelix@waterboards.ca.gov				
Fred Jarvis	EOA, Inc.	510 832-2852	510 832-2856	Fejarvis@eoainc.com	√	√	√	√
No. Attending					13	16	13	16

## **MEMORANDUM**

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**TO:** Stormwater Business Inspectors - San Mateo Countywide Water Pollution Prevention Program Stormwater

**FROM:** County Environmental Health – Business Inspection Work Group

**DATE:** March 28, 2011

**SUBJECT:** Guidance on Annual Process for Identifying Businesses and Facilities Needing Stormwater Inspections

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The MRP requires the following: “Each Permittee shall annually [*emphasis added*] update and maintain a list of industrial and commercial facilities in the Inspection Plan to inspect that could reasonably be considered to cause or contribute to pollution of stormwater runoff.” (Provision C.4.b.ii). This Business Inspection Plan inspection list is required to be included in each annual report.

In addition, the MRP has a similar sounding, but different requirement to each year provide in the annual report: “The list of facilities scheduled for inspection during the current fiscal year” (Provision C.4.b.iii.(2)). The annual inspection list should be a subset of the Business Inspection Plan inspection list.

This guidance has been developed by the CII Subcommittee’s Business Inspection Work Group to assist municipalities to comply with the requirement to annually update their Business Inspection Plan inspection list. The Business Inspection Work Group is comprised of Dermot Casey and Bill Lent, County Environmental Health (CEH); Matt Fabry, City of Brisbane and San Mateo Countywide Water Pollution Prevention Program Coordinator; Bozhena Palatnik, City of Belmont; Virginia Parks, City of Menlo Park; and Fred Jarvis, EOA, Inc. The recommendations contained in this memorandum have been reviewed by the CII Subcommittee, which includes business inspectors from several cities. Business inspectors from these cities either supplement the stormwater inspections conducted by CEH (Burlingame and Millbrae) or conduct their own inspections (Daly City, San Mateo, and South San Francisco) because they do not have a contract with CEH to conduct stormwater inspections.

This memo first describes the types of non-hazmat and non-retail food businesses and governmental facilities that should be included in each municipality’s Business Inspection Plan as part of preparing annual plan updates. Next the memo will describe a process each municipality may follow to update annually a list of businesses and facilities for stormwater inspection.

Municipalities may choose to comply with the MRP’s requirements for annually updating their lists of businesses and facilities for stormwater inspections by using methods different from those described in this guidance.

### **Businesses and Non-Business Facilities For Inspection Not Covered by CEH**

The hazmat and retail food facilities that CEH inspects do not include all of the facilities or businesses that could reasonably be considered to contribute pollutants to stormwater. The Business Inspection Work Group has identified categories of businesses and facilities that often

pose a risk of contributing pollutants to stormwater or may have non-stormwater discharges disallowed by the MRP, and which are not always inspected by CEH. Nonetheless, within the categories listed in Table 1 below, some of the facilities or businesses are inspected by CEH and some, depending on site-specific circumstances, may not merit stormwater inspections.

The categories of facilities included in the following list were selected because they may be expected to contribute pollutants to stormwater runoff at higher rates than streets, parking lots, and rooftops, or because some of the businesses in the category are likely to have non-stormwater discharges disallowed by the NPDES permit.

**Types of Businesses & Governmental Facilities That CEH May Not Inspect, But Which Have a Reasonable Potential to Contribute to Pollution of Stormwater Runoff**  
**Table 1**

Type of Business/Facility	County Environmental Health (CEH) Involvement	Types of Stormwater Issues
Stone, Tile, Marble, and Granite Fabricators/Cutters	CEH inspects larger facilities. <sup>1</sup>	Often a source of cutting wastewaters or silt/sand discharge. Cutting & grinding often occurs near roll up doors.
<u>Wholesale</u> Food Facilities, such as food preparers & suppliers for airlines	None	Site-specific depending on level of use of housekeeping and other BMPs.
Limousine Services	CEH inspects larger fleets only <sup>2</sup> .	May allow washwaters to reach storm drain system.
Building Materials and Nursery Retailers	CEH inspects large retailers <sup>3</sup>	Potential for soil, rock, sand, etc. and breakage from products to reach storm drain system.
Wholesale Greenhouses and Nurseries	None	Potential for pesticides and fertilizers to reach storm drain system.
Kennels/Stables	CEH will respond to complaints.	Disposal of animal wastes or washwaters where they reach storm drain system.
Non-city Corporation Yards	CEH inspects school district corporation yards <sup>4</sup>	Potential for pollutant mobilization from product and waste handling activities
Mobile Businesses Carpet Cleaners	None	Carpet cleaning businesses may dispose of washwaters to storm drain system.
Automotive Detailers/Fleet	None <sup>5</sup>	May allow washwaters to

<sup>1</sup> Check with Dermot Casey about which stone, tile, marble, and granite fabricators/cutters CEH inspects or check against CEH list that is provided annually.

<sup>2</sup> Check with Dermot Casey about whether the limousine service is one CEH inspects or check against CEH list that is provided annually.

<sup>3</sup> Check with Dermot Casey about whether the building material or nursery retailer is one CEH inspects or check against CEH list that is provided annually.

<sup>4</sup> CEH does not inspect special district corporation yards or other maintenance yards unless they store or use hazardous materials or generate hazardous wastes.

<sup>5</sup> CEH inspects most stationary carwashes because they sell gas or service vehicles.

Type of Business/Facility	County Environmental Health (CEH) Involvement	Types of Stormwater Issues
Washers		reach storm drain system.
Surface Cleaners	None	May not follow BASMAA's agreed upon BMPs for doing this work.
Demolition Contractors	None	Pollutants, including PCBs in older caulk and sealants, may be aurally deposited where they can become mobilized by rainfall runoff.
Pet Grooming	None	Pet grooming businesses may dispose of washwaters to storm drain system.
Other -There may be very site and operation specific businesses or facilities that merit stormwater inspections. <sup>6</sup>	Check with CEH that specific businesses or governmental operations are not inspected for stormwater.	Issues would be site and operation specific.

### **Specific Steps to Annually Update and Maintain a List of Businesses and Facilities in the Business Inspection Plan**

The following suggested steps should help each municipality to prepare its annual update of a list of businesses and facilities for inspection.

**1. Obtain a copy of your municipality's current business license list and a copy of the list of businesses and governmental facilities inspected by CEH.**

In order to meet the MRP's requirement to "add and remove sites as businesses open and close" (Provision C.4.b.i), obtain annually a current copy of your municipality's business license list. In addition, CEH will provide each of its contracted municipalities with a list of the businesses and facilities that it inspects for stormwater.

Aside from adding new businesses or removing ones no longer operating, the annual update provides an opportunity to improve the accuracy and completeness of the Business Inspection Plan inspection list. At the same time that the list is being updated, it would be opportune to update the inspection frequencies for facilities based on performance (Provision C.4.b.i), the results of the most recent inspection, and other factors.

**2. Identify businesses on business license list that CEH should be inspecting, but is not.**

It is possible that there may be hazmat businesses or retail food facilities that have been overlooked or not yet been included on CEH's list. It is a good practice to compare annually your municipality's business license list against the list of businesses and facilities that CEH inspects to identify any discrepancies.

<sup>6</sup> For example, businesses that use copper, such as plumbing contractors or supply warehouses that cut a lot of copper pipe; pool contractors that use copper based algaecides; and concrete contractors that create antique looking concrete driveways or other concrete surfaces.

In order to reduce the number of businesses that may be missed by CEH's hazmat inspectors, at the time a new hazmat business is being opened, CEH is encouraging municipal staff to use and submit to CEH a completed hazmat business reporting form. This form is available on the Countywide Program's website. It is anticipated that very few hazmat facilities would be overlooked by CEH because all hazmat facilities need to obtain EPA ID numbers in order to ship hazardous wastes.

Contact the CEH Stormwater Business Inspector for your city to resolve any discrepancies found between your city's business license list and CEH's inspection list. A current list of CEH inspectors is posted at:  
[http://www.flowtoby.org/stormwater\\_inspectors.php](http://www.flowtoby.org/stormwater_inspectors.php).

**3. Identify new, non-retail food and non-hazmat businesses that merit business inspections and add to your city's Business Inspection Plan inspection list.**

Based on comparing the business license list with CEH's list of retail food facilities and Table 1 above, identify any additional businesses that merit inspection. Use the process for prioritizing inspections and frequency of inspections described in the Business Inspection Plan to assign a priority for inspecting each new business. Each new business that merits inspection needs to be added to the Business Inspection Plan inspection list. Note that a new business does not necessarily need to be inspected in the year added to the list if it is part of a business category that is inspected less frequently than annually.

**4. Implement the needed business and facility inspections.**

CEH is willing in 2011 under a separate agreement with interested cities to conduct inspections of facilities that are not hazmat or retail food facilities for a cost of \$155/hour. Another option would be to use municipal staff to conduct the needed inspections, educational outreach, and any appropriate follow up activities of businesses and facilities not typically inspected by CEH.

If municipalities would like CEH to adopt a fee to conduct stormwater inspections of non-hazmat and non-retail food facilities, CEH is willing to bring a fee proposal to the County Board of Supervisors in early 2012. If such a fee is adopted, it would eliminate the need to charge municipalities \$155/hour for inspections once the new fee would be implemented in July 2012. Municipal staff desiring to have non-hazmat or non-retail food facility stormwater inspections paid with a new fee should express their support for this additional CEH service.

**Guidance to Stormwater Inspectors on Meeting MRP's Annual Training Requirements (Provision C.4.d)  
as Self-Training in FY 2010/11**

<b>For Inspectors Who Are New to Stormwater</b>		
<b>CII<sup>1</sup> Recommended MRP-Related Training</b>	<b>Estimated Amount of Time Training<sup>2</sup></b>	<b>Countywide Program's Training Materials</b>
1. View DVD from March 30, 2006 training on How to Conduct Stormwater Inspections of Businesses.	1. Approx. 3 hours	1. DVD is available on the Countywide Program's website under Trainings and Workshops, and Dermot Casey has copies of DVD.
2. Study BASMAA's PCBs, mercury, and copper training materials	2. Approx. 2 hours	2. BASMAA's POC Training Manual (PCBs, Mercury, and Copper Training materials) are available on the Countywide Program's website under FY 2009-2010 Annual Report Guidance, Section 4 Provision C.4 Industrial and Commercial Site Controls. <a href="http://www.flowstobay.org/documents/municipalities/cii/Forms/BASMAA%20POC%20Transmittal%20Memo%20Draft%20&amp;%20Attachments%20A-C.pdf">http://www.flowstobay.org/documents/municipalities/cii/Forms/BASMAA%20POC%20Transmittal%20Memo%20Draft%20&amp;%20Attachments%20A-C.pdf</a> <a href="http://www.flowstobay.org/documents/municipalities/cii/Forms/BASMAA%20POC%20Presentation%20Draft%20Attachment%20D.ppt">http://www.flowstobay.org/documents/municipalities/cii/Forms/BASMAA%20POC%20Presentation%20Draft%20Attachment%20D.ppt</a>
3. Review Introduction to the San Mateo Countywide Water Pollution Prevention Program requirements <u>Section 4 Industrial &amp; Commercial Site Controls, Illicit Discharge Detection and Elimination</u> , and Pollutants of Concern from 1-25-11 training.	3. Approx. ½ hour	3. Orientation training materials are available on the Countywide Program's website under Trainings and Workshops. <a href="http://www.flowstobay.org/documents/municipalities/trainings/2011%20Orientation%20Binder.pdf">http://www.flowstobay.org/documents/municipalities/trainings/2011%20Orientation%20Binder.pdf</a>
4. Study BASMAA's surface cleaner recognition program training materials	4. Approx. ½ hour	4. Study BASMAA's online Pollution Prevention Training for Surface Cleaners and review related BMP materials. <a href="http://basmaa.org.dnmax.com/Training/tabid/57/language/en-US/Default.aspx">http://basmaa.org.dnmax.com/Training/tabid/57/language/en-US/Default.aspx</a>

<sup>1</sup> Commercial, Industrial, and Illicit Discharge Control Subcommittee of the San Mateo Countywide Water Pollution Prevention Program

<sup>2</sup> The amounts of time are estimated for planning purposes. Staff doing the studying and reviewing of materials should report the actual amount of time it took them to complete their reading and studying of the materials.

<b>For Inspectors Who Are New to Stormwater</b>		
<b>CII<sup>1</sup> Recommended MRP-Related Training</b>	<b>Estimated Amount of Time Training<sup>2</sup></b>	<b>Countywide Program's Training Materials</b>
Optional: Consider enrolling in Sacramento State's Office of Water Programs Stormwater BMP Course 614D: Stormwater Best Management Practice (BMP) Handbook: Industrial and Commercial – 20 contact hours <sup>3</sup>	Optional: Approx. 20 hours	None – need a copy of CASQA's Handbook: Industrial and Commercial. <a href="http://www.cabmphandbooks.com/industrial.asp">http://www.cabmphandbooks.com/industrial.asp</a> <a href="http://www.owp.csus.edu/courses/stormwater-bmp.php">http://www.owp.csus.edu/courses/stormwater-bmp.php</a>

<b>For Experienced Stormwater Inspectors</b>		
<b>CII Recommended MRP-Related Training</b>	<b>Estimated Amount of Time Training<sup>4</sup></b>	<b>Countywide Program's Training Materials</b>
1. Study BASMAA's PCBs, mercury, and copper training materials	1. If attended PCBs, mercury, and copper training hosted by County Environmental Health in Aug, 2010, spend at least one hour reviewing these training materials – otherwise plan on needing at least 2 hours	1. see no. 2 above
2. Review/study any other materials listed above or other relevant materials.	2. Spend approximately 1 hour or more studying other materials.	Depends on which materials are selected for review.

<sup>3</sup> <http://www.owp.csus.edu/courses/stormwater-bmp.php>

<sup>4</sup> The amounts of time are estimated for planning purposes. Staff doing the studying and reviewing of materials should report the actual amount of time it took them to complete their reading and studying of the materials.

## Additional Training Resources

U.S. EPA Technology Innovation and Field Services Division Contaminated Site Clean-Up Information: <http://clu-in.org/>

U.S. EPA National Enforcement Training Institute. NETI Online Library: <https://www.netionline.com/library/>

U.S. EPA NPDES Training Courses and Workshops: [http://cfpub2.epa.gov/npdes/outreach.cfm?program\\_id=0&otype=1](http://cfpub2.epa.gov/npdes/outreach.cfm?program_id=0&otype=1)

TRAINEX The Training Exchange Website: [http://www.trainex.org/searchresults.cfm?search\\_term=stormwater](http://www.trainex.org/searchresults.cfm?search_term=stormwater)

Western Sustainability and Pollution Prevention Network: <http://www.wsppn.org/>

Brown and Caldwell California Water News Classes and Seminars: [http://www.bcwaternews.com/CAWaterNews/WN\\_Classes.html](http://www.bcwaternews.com/CAWaterNews/WN_Classes.html)

California Water Environment Association: <http://www.cwea.org/>





**PCBs Regulatory Training**  
**Based on ACCWP Annual Inspector Training - June 9, 2011**

**US EPA Perspective on PCBs**

Amy Miller, Manager of U.S. EPA Region 9's RCRA Enforcement Office, used to be a stormwater inspector who managed U.S. EPA's stormwater inspections. EPA's RCRA Enforcement Office has 12 staff and is available to help stormwater inspectors. Ms. Miller is interested in hearing from stormwater inspectors.

The Toxic Substances Control Act (TSCA) was passed in the 1970s, and it requires that EPA regulate PCBs. The TSCA requirements cannot be delegated to states to implement. The TSCA has a complicated set of rules for regulating PCBs, and these rules are not the same as those for hazardous wastes. The California Department of Toxic Substances Control (DTSC) regulates PCBs as hazardous wastes at greater than 2 ppm, so in California PCBs are regulated both by TSCA and as hazardous waste.

**Uses of PCBs**

There are still many ballasts that contain PCBs. EPA staff recently visited a metal finisher in San Carlos and found a box of ballasts on the ground, some of which contained PCBs. It is legal to continue using PCBs in capacitors and transformers as long as there are no leaks, and the equipment is registered with EPA. Transformers have to be labeled if they contain more than 500 ppm of PCBs. Most older transformers will have more than 500 ppm of PCBs.

Other uses of PCBs were in paint and caulk. PCBs were used in paint that was applied on hot equipment, and it had been used on ships, such as those in the moth ball fleet. Green was a popular color for PCB-containing paint.

**Storage and Disposal of PCBs**

There are a complex set of regulations that proscribe the storage and disposal requirements for PCB-containing equipment. If the equipment is going to be stored for more than 30 days, it needs to be stored in a special place. The equipment is required to be disposed within one year. There are not many options for legally disposing of PCBs. PCBs may be incinerated at a facility in Texas; it may be landfilled at Chemical Waste Management's Kettleman Hills Facility and at US Ecology's site in Beatty, NV. PCBs decontamination may occur at Clean Harbors in Los Angeles and at a Veolia Environmental Service's facility in Phoenix, AZ. Facilities that receive PCBs are supposed to notify EPA if they see something that is irregular.

**What EPA Does**

In the 1980's EPA had 12 PCBs inspectors who looked for leaking transformers, and this problem has been corrected. EPA's focus now is on the hazmat facilities that receive PCBs for treatment or disposal. Another focus is on ships that contain PCBs.

EPA is currently working on a case in the north bay that had PCBs in paint used on the building. The material was chopped up and spread around the lot, and the owner refuses to clean it up. Any PCBs found in paint must be removed because this is not an authorized use of PCBs.

EPA is involved in the legacy PCBs issues at Delta Star in San Carlos. Delta Star used to manufacture transformers that contained PCBs. Delta Star is working with EPA's corrective action office to correct the legacy PCBs issues.

EPA handles PCBs soil contamination that is 50 ppm or greater and DTSC handles PCBs in soil at concentrations at 2 ppm or greater. EPA has a good working relationship with DTSC.

In some cases PCBs were added to asphalt, and if the concentration in the asphalt is greater than 50 ppm, this would be an unauthorized use of PCBs.

### **What EPA Needs from Stormwater Inspectors**

The following type of information should be reported to EPA<sup>1</sup> immediately if stormwater inspectors find leaking PCBs containing equipment.

1. Location of the transformer or other equipment.
2. Any sampling and testing information from the equipment.
3. Information from any equipment labels/nameplate regarding PCBs information.
4. Any PCBs spill information (under the Industrial General Permit for stormwater, businesses are required to document any PCBs spills).
5. Types of material involved: soil, paint, ballast, a legacy issue.
6. Identify the owner of a leaking equipment – for example, a transformer may be located on an easement and not owned by the property owner.
7. Take photographs.

If an inspector sees electronic equipment outside, be careful and assume that it is live. Some equipment may have a blue label that states the equipment is “certified” as having no PCBs.

### **Regional Water Board Staff Perspective on PCBs**

Mark Johnson from the San Francisco Bay Regional Water Quality Control Board provided his agency’s perspective on PCBs. DTSC handles more PCBs legacy sites than does the Water Board.

If a stormwater inspector finds PCBs leaking from equipment, call EPA.

One of the sites that Mr. Johnson has been involved with was a 2-acre site that had received road spray with an oil containing PCBs. The only way to find this type of site is to conduct sampling and testing for PCBs.

About 75% of the PCBs were used in transformers and large and small capacitors. Another 5 to 10% was used as hydraulic oils for equipment that is under a lot of pressure, such as equipment used at foundries. Pump stations for natural gas used compressors with PCBs-containing hydraulic fluid.

PCBs were used as plasticizers in marine and swimming pool paints and in glues. There are also some types of caulking that contained about 30% PCBs. This industrial grade caulking would have been more expensive to purchase than regular caulking material.

An inspector is more likely to find PCBs in small pieces of equipment than large ones. Electronic contractors may have old pieces of equipment that contain PCBs. Also, demolition companies may salvage PCBs-containing equipment. Some people in San Francisco are stealing the copper from used transformers and dumping the PCBs on the ground. A lot of PCBs-containing sites have been redeveloped. If an inspector finds oily soil in a location where PCBs may have been used, such as at a ship breaking scrap yard, he or she should phone the Water Board.

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<sup>1</sup> Based on EPA, Region 9’s website, EPA’s PCB Spill Cleanup Officer is Carmen Santos, phone (415) 972-3360 and email santos.carmen@epa.gov

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# APPENDIX D

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Public Information and Participation Subcommittee				FY 2010-2011					
AGENCY	NAME	ALTERNATE	PHONE	Jul-10	Sep-10	Nov-10	Jan-11	Mar-11	May-11
Atherton	Tiffany Telles		752-0544				1		
Belmont	Diane Lynn		595-7425	1	1		1		1
Brisbane	Matthew Fabry (Program Coordinator)		415-508-2134	1	1	1	1	1	1
Burlingame	Kiley Kinnon	Eva C. Justimbaste	342-3727	1	1	1		1	1
Colma	Muneer Ahmed	Jason Chen	757-8888	1	1	1	2	1	1
Daly City	Ward Donnelly		991-8200	1	1		1	1	1
East Palo Alto	John Latu		853-3165	1					1
Foster City	Mike McElligot		286-3546	1			1	1	1
Half Moon Bay	Muneer Ahmed	Ma Sharma			1	1	1	1	1
Hillsborough	Rachelle Ungaretti		375-7444	1	1	1	1	1	1
Menlo Park	Rebecca Fotu	Regina Wheeler	650-330-6765	1		1	1	1	1
Millbrae	Shelly Reider	Krista Kuehnhackl	259-2444	1	1	1	1	1	1
Pacifica	Lizzy Claycomb		738-7361	1	1		1	1	1
Portola Valley	Howard Young		851-1700 x 14						
Redwood City	Marilyn Harang	Beth Ross	780-7477	2		1			
San Bruno	Jim Shannon		616-7046	1			1		
San Carlos	Jill Lewis		802-4361	1	1	1	1	1	
San Mateo City	Vern Bessey		522-7342						1
San Mateo County	Carole Foster		599-1448	1		1	1	1	
S. San Francisco	Daniel Fulford	Shoshana Wolff	829-3881	1			1	2	1
Woodside	Gratien Etchbehere		851-6790			1	1		1
Public:	Half Moon Bay resident					1			
<b>TOTAL IN ATTENDANCE</b>				<b>17</b>	<b>10</b>	<b>12</b>	<b>17</b>	<b>14</b>	<b>15</b>

PIP Consultants:

Environ. Health	Sarah Schrader	Timothy Swillinger	372-6245	1	1	1	1	1	1
Environ. Health	Mary Bell Austin		372-6259		1		1		1
Environ. Health	Ana Clayton		372-6214	1		1		1	
Environ. Health	Mae Gardner		372-6291	1					

**For Immediate Release**  
September 22, 2010

**Contact:**  
Robyn Thaw, 650-573-3935

Judi Shils, California Coastal Commission  
Media Director (415) 378-0504

## **Public Invited to Participate in 2010 California Coastal Cleanup Day Events**

*Residents to clear debris from 30 sites throughout San Mateo County on Saturday, September 25*

**SAN MATEO, Calif.** – On Saturday, people of all ages can help make San Mateo County cleaner and greener by scouring beaches and watersheds during California Coastal Cleanup Day, the largest volunteer event of its kind in the state.

Families, students, service groups and neighbors will have the opportunity to help out at more than 30 cleanup locations across San Mateo County. Residents are invited to show up at any of the locations on Saturday morning at 9 a.m. to help keep the County beautiful and the marine environment healthy.

Coastal Cleanup Day is sponsored by the San Mateo Countywide Water Pollution Prevention Program and California Coastal Commission. This is the 26<sup>th</sup> year thousands of Californians will work together along beaches, shorelines and inland waterways to pick up cigarette butts, cans, bottles, plastic bags, grocery carts, old tires and other debris. Volunteers are encouraged to bring their own bucket or reusable bag, gloves, and reusable water bottle.

Last year, more than 4,200 volunteers in San Mateo County removed 44,000 pounds of trash and recyclables that would otherwise soil the County and threaten the health of wildlife. The vast majority of the debris wasn't dropped on beaches or tossed into a watershed. Most of the debris started out as garbage on urban streets and was carried by storm drains or blown by the wind. This makes it critical to clean up neighborhood streets before trash flows to the Bay and ocean.

“We are all connected to the shoreline and creek banks by storm drains,” said Ana Clayton, San Mateo County Cleanup Day Coordinator. “The storm drains whisk litter you see on the sidewalk to our waterways. Most storm drains don't flow to a sewage treatment plant. They flow to our vulnerable waterways. It's important to remember that we need to do our part and keep trash and pollutants out of storm drains before they reach the ocean and Bay.”

Volunteers are encouraged to show up at any of the following cleanup locations in San Mateo County at 9 a.m. on September 25th. Most cleanups will end by noon.

For more information about the San Mateo Countywide Water Pollution Prevention Program or cleanup sites within San Mateo County, visit [www.flowstobay.org/ccd](http://www.flowstobay.org/ccd) or call (650) 372-6214. For information on statewide locations and this year's corporate sponsors, visit the California Coastal Commission at [www.coast4u.org](http://www.coast4u.org).



## Bayside and Inland Locations

### Belmont

- **Belmont Creek:** Meet at Twin Pines, City Hall Area. 1. From 101 take the Ralston Exit and head west toward El Camino Real. 2. Make a left onto Sixth Avenue, City Hall and Twin Pines Park area located mid block behind Safeway.

### Brisbane

- **Brisbane Lagoon:** Meet at Fisherman's Park. From 101 N. exit Bayshore/Cow Palace. Turn Right on Tunnel Av.(2nd stop light). Right on Lagoon Rd. (next stop sign). Right on Serra Point Pkwy (next stop sign). Approx 500 meters down on right side. From 101 S. exit Sierra Point Pkwy, go through stop sign and park is on right hand side.

### Burlingame

- **Burlingame Bayfront:** Meet at Fisherman's Wharf, behind Embassy Suites - 150 Anza Blvd. From 101N exit Anza and go straight to the end. From 101S exit at Broadway, stay on the left lane. Turn right on Rollins Road and right on Broadway overpass. Turn right into Bayshore Hwy and then left on Airport Blvd. Drive ½ mile southbound and turn left at Anza. Go straight to the end.
- **Burlingame Bayfront Trail:** Meet behind El Torito. 1590 Bayshore Highway. From 101N take Broadway exit and stay on right lane to Airport Blvd. At stop light turn left on Bayshore Hwy and drive northbound. El Torito will be on the right hand side. From 101S take Millbrae Ave. exit. Turn left at the first stop light. Turn right on Bayshore Hwy. Site will be on the left hand side of Bayshore Hwy.

### East Palo Alto

- **San Francisquito Creek:** Meet on the corner of Manhattan Ave. & Woodland Rd.

### Menlo Park

- **Bedwell Bayfront Park:** Meet at the first parking. The park is located at the East side of Hwy 101 off Marsh Road and Bayfront Expressway.
- **San Francisquito Creek:** Meet on the corner of Manhattan Ave. & Woodland Rd.

### Redwood City

- **Redwood Village, Jefferson/James Ave., Little River Park, Hoover Park, Woodside/El Camino, Whipple/101, Union Cemetery, Port of Redwood City:** 8:30am-noon. Meet at Public Works Services- 1400 Broadway (on the corner of Woodside Road and Broadway). BBQ at noon for all participants.

### San Carlos/Redwood City

- **Cordilleras, Pulgas & Brittain Creek:** Meet in front of Redwood High: 1968 Old County Rd.

### San Mateo

- **San Mateo Bayfront (Ryder Park):** 7:30 am to noon. Meet at Ryder Park. From Hwy 101, take 3rd Ave East, follow signs to parking. BBQ, Entertainment, Prizes!
- **Coyote Point State Park:** Meet at Coyote Point Park - 1701 Coyote Point Drive. From 101S Take Poplar St. Turn right at Humbolt St. Turn right at Peninsula Ave. Continue forward through two signals into the park. From 101N Exit Peninsula Ave. Turn right at signal and left onto Airport Boulevard. Drive forward into the park.

### South San Francisco

- **Colma Creek:** Meet at 180 Utah Avenue in South San Francisco. Meet in the parking lot at 180 Utah Ave on the SW corner of Utah Ave and Harbor Way. From 101N, take the South Airport Blvd exit (Exit 424). Turn right onto South Airport Blvd. Turn left onto Utah Ave. From 101S, take South Airport Blvd exit (Exit 424). Merge onto Produce Ave. Turn a slight right onto S. Airport Blvd. Turn right to stay on S. Airport Blvd. Turn left onto Utah Ave.

- **South San Francisco Cleanup:** Meet at Bayfront Trail at the end of Haskins Way, South San Francisco. Cross street is East Grand Ave.

## Coastside Locations

### Daly City

- **Thornton State Beach:** Hwy 280 exit John Daly Blvd. west, right on Skyline Blvd., left on Olympic Way to Stables parking lot.

### Half Moon Bay

- **Pillar Point:** Meet at Pillar Point Harbor near the HMB Kayak Company. From Hwy 1, turn westbound onto Capistrano Rd. at light.
- **Poplar State Beach:** Located a half-mile west of Hwy 1 at the end of Poplar Ave. Off Hwy 1, just south of Half Moon Bay State Beach. Parking available at the bluff top parking lot.
- **Francis State Beach:** From Highway 1, turn west on Kelly Ave (south of Highway 92). Park in Francis State Beach parking lot.
- **Mirada Surf West:** Cleanup the bluff top and Surfers Beach at Mirada West in El Granada. Meet at the west side of Highway 1 at the intersection of Coronado/Highway. Park on the East side of Highway 1 and cross the street safely at the light.

### Montara

- **Montara State Beach:** We will meet in the Northern Parking lot of Montara State Beach (Not La Costanera). If you are coming from the North, it's the first turn off after the Devil's Slide. If you are coming from the South, drive past Montara and past the Outrigger and it will be the last turn off before the slide.

### Pescadero

- **Pescadero State Beach:** Off Hwy 1. Meet at the beach's northern parking lot.
- **Pistacio State Beach:** At Pigeon Pt. Rd. just north of the Pigeon Point Lighthouse off of Hwy 1.

### San Gregorio

- **San Gregorio State Beach:** Hwy 1 at Hwy 84 intersection. Meet in large parking lot - free parking for volunteers.

###



## **PRESS RELEASE**

# **SAN MATEO COUNTYWIDE WATER POLLUTION PREVENTION PROGRAM (SMCWPPP)**

**[www.flowstobay.org](http://www.flowstobay.org)**

---

FOR IMMEDIATE RELEASE

Contact:  
Elizabeth Claycomb  
SMCWPPP Grant Administrator  
(650) 738-7361  
[claycombe@ci.pacifica.ca.us](mailto:claycombe@ci.pacifica.ca.us)

### **Community Action Grants Available to Enhance and Protect Water Quality**

**San Mateo County, CA, November 2, 2010** –The San Mateo Countywide Water Pollution Prevention Program (SMCWPPP), a program of the City/County Association of Governments, is pleased to announce an invitation for proposals from local community groups, teachers, environmental organizations, and other non-profit associations to fund projects that enhance and protect the health of local watersheds, creeks, the San Francisco Bay, and the Pacific Ocean. SMCWPPP offers a total of \$15,000 in Community Action Grants each year, with up to \$3,000 awarded per project. Interested parties are encouraged to apply by November 19, 2010.

Eligible projects should promote stormwater pollution prevention and contain a public outreach element. Sample projects could include (but are not limited to):

- Outreach and education projects with a stormwater pollution prevention message and a watershed, household hazardous waste, litter, or Integrated Pest Management component.
- Development and distribution of outreach materials (e.g., video, newsletter, website, brochures, guidebook, and others).
- Creek-side restoration/revegetation projects (erosion control, planting, cleanup, non-native species removal, habitat enhancement, and marsh restoration)
- Art projects with a stormwater pollution prevention message.
- Creek studies/survey projects.

Last year, six organizations received grant funding for both new and ongoing projects.

2009-2010 Grant Recipients included:

1. The San Francisquito Creek Watershed Project, coordinated by the local Palo Alto nonprofit, Acterra, received a grant award for the seventh year. This project enlisted the community in reestablishing healthy native creek-side habitat at eight long-term sites in the watershed, including removal of debris and non-native species, and planting of native vegetation.

2. The Marine Science Institute (MSI), in Redwood City received funding for their "Hey! No Trash in the Bay!" Campaign. Signs were installed at the MSI facility located on the Bay across from Bair Island to promote litter prevention to the 25,000 visitors to MSI each year, mostly elementary students.
3. The Pacifica Beach Coalition of Pacifica received funds to help with the coordination of the yearly "Earth Day Pacifica" day of action event. The community was enlisted to pick up litter and help restore habitat at more than 100 locations throughout the city including beaches, bluffs, and creeks. Approximately 5,000 volunteers and 200 businesses participated.
4. Save our Shores received funding for the project "Breakfast on a Clean Beach Half Moon Bay." Two beach clean up events were scheduled in Half Moon Bay with an educational focus the negative impacts of single-use plastics and preferred alternatives (reusable bags, coffee mugs, etc). Volunteers were treated to a breakfast provided by local grocers following the clean up activities.
5. Ocean Shore School in Pacifica received funds for students during Oceans Week. Oceans Week started out with an educational assembly. Three field trips brought students to different locations within the coastal zone where they removed non-native plants and planted natives.
6. Hands on Bay Area received funding for the project "Spruce up Half Moon Bay State Beach." In partnership with the Disney Give a Day get a Disney Day promotion, this project supplemented the ongoing three-year native plant replacement project underway at Half Moon Bay beaches.

Applications are available now for the 2010-2011 grants, with a November 19, 2010 deadline! Find the application and more information about the Community Action Grant on our website at [www.flowstobay.org/grant](http://www.flowstobay.org/grant)

San Mateo County residents can find opportunities to volunteer with projects that improve water quality on our online calendar of events: [www.flowstobay.org/calendar](http://www.flowstobay.org/calendar)

Contact: [claycombe@ci.pacifica.ca.us](mailto:claycombe@ci.pacifica.ca.us)

Phone: (650) 738-7361

*SMCWPPP is a program of the City/County Association of Governments of San Mateo County (C/CAG). To learn more about how you can protect water quality, visit our website at [www.flowstobay.org](http://www.flowstobay.org).*

###

# Community Action Grants Now Available from San Mateo Countywide Water Pollution Prevention Program

Up to \$3,000 will be awarded to volunteer groups, teachers, environmental organizations, and other local nonprofit associations projects. Projects shall prevent pollution of local waterways, or protect or improve the quality of local creeks, the Bay, or the Pacific Ocean within San Mateo County.

Applications Due: November 19, 2010

Go to [www.flowstobay.org/grant](http://www.flowstobay.org/grant)  
to download the application.

For more information call: 650-372-6245  
or email [PollutionPrevention@co.sanmateo.ca.us](mailto:PollutionPrevention@co.sanmateo.ca.us)

# Car Wash Discount Card

Keep Car Wash Pollution out of the Storm Drain

Present this card for a **ONE-TIME-USE discount** at a following Car Wash

More businesses listed on the  
back of this card



SAN MATEO COUNTYWIDE

## Water Pollution Prevention Program

Clean Water. Healthy Community.

Offers good through 12/31/2011. Sponsored by San Mateo Countywide Water  
Pollution Prevention Program & partnering businesses.

Ducky's Car Wash  
1436 El Camino Real  
Menlo Park, CA 94025 (650) 838-9000

- \$5 off any Wash Package (#120)

Millbrae Express Car Wash  
310 Adrian Rd.  
Millbrae, CA 94030, (650) 692-2345

- \$2 off a \$7 exterior only "Plus" Wash
- \$5 off a \$21 Full Service "Works" Wash

San Mateo Car Wash  
221 E Hillsdale Blvd.  
San Mateo, CA 94403 (650) 350-1122

- 50% off any Car Wash Service Pkg
- 20% off any Auto Detail Service

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Ducky's Car Wash  
1301 Old County Rd.  
San Carlos, CA 94070 (650) 637-1301

- \$5 off any Wash Package (#120)

Foster City Touchless Car Wash  
390 Foster City Blvd.  
Foster City, CA 94404 (650) 638-9274

- \$5 off a Super Wash

South City Car Wash, Inc.  
988 El Camino Real  
So San Francisco, CA 94080 (650) 589-1214

- \$5 off a Car Wash Service of your choice

Tanforan Shell  
1199 El Camino Real  
San Bruno, CA 94066 (650) 589-7058

- \$1 off a Express, Rainbow, Squeak-N-Shine

Ducky's Car Wash  
716 N San Mateo Dr.  
San Mateo, CA 94401 (650) 375-8100

- \$5 off any Wash Package (#120)

Bay Chevron  
375 North Cabrillo Highway  
Half Moon Bay, CA 94019, (650) 726-2963

- \$2 off any Wash

Westlake Touchless Car Wash  
247 - 87th Street  
Daly City, CA 94015 (650) 992-5344

- \$5 off a Super Wash

5th Avenue Shell  
3201 El Camino Real  
Menlo Park, CA 94027 (650) 367-6959

- \$1 off any Car Wash

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247 - 87th Street  
Daly City, CA 94015 (650) 992-5344

- \$5 off a Super Wash

5th Avenue Shell  
3201 El Camino Real  
Menlo Park, CA 94027 (650) 367-6959

- \$1 off any Car Wash

**Offers good through 12/31/2011. Sponsored by San Mateo Countywide Water Pollution Prevention Program & partnering businesses.**

**Present this card for a one-time discount at the following car wash businesses in San Mateo County**

Ducky's Car Wash  
1301 Old County Rd.  
San Carlos, CA 94070 (650) 637-1301

- \$5 off any Wash Package (#120)

Foster City Touchless Car Wash  
390 Foster City Blvd.  
Foster City, CA 94404 (650) 638-9274

- \$5 off a Super Wash

South City Car Wash, Inc.  
988 El Camino Real  
So San Francisco, CA 94080 (650) 589-1214

- \$5 off a Car Wash Service of your choice

Tanforan Shell  
1199 El Camino Real  
San Bruno, CA 94066 (650) 589-7058

- \$1 off a Express, Rainbow, Squeak-N-Shine

Ducky's Car Wash  
716 N San Mateo Dr.  
San Mateo, CA 94401 (650) 375-8100

- \$5 off any Wash Package (#120)

Bay Chevron  
375 North Cabrillo Highway  
Half Moon Bay, CA 94019, (650) 726-2963

- \$2 off any Wash

Westlake Touchless Car Wash  
247 - 87th Street  
Daly City, CA 94015 (650) 992-5344

- \$5 off a Super Wash

5th Avenue Shell  
3201 El Camino Real  
Menlo Park, CA 94027 (650) 367-6959

- \$1 off any Car Wash

**Offers good through 12/31/2011. Sponsored by San Mateo Countywide Water Pollution Prevention Program & partnering businesses.**



# P3 POLLUTION PREVENTION POST

SUMMER 2010


YOUR NEWS & INFORMATION SOURCE ABOUT : RECYCLING, POLLUTION PREVENTION, LESS TOXIC PRODUCTS



## NEW ENVIRONMENTAL RESOURCE GUIDE

With this new resource guide you will be able to easily find San Mateo County groups working on watershed stewardship projects and peruse volunteer opportunities and events. Search local groups by location or topic of interest. Want to start your own watershed group? Check out this page for ways to get started. [www.flowstobay.org/guide](http://www.flowstobay.org/guide).



You can have the P3 Newsletter Delivered **FREE** to your email account twice a year. Just go to [www.flowstobay.org/newsletter](http://www.flowstobay.org/newsletter) and then click on this icon found at the top of the page: 

To have a hard copy mailed to you, call 650-372-6214.

## California Coastal Cleanup Day

Saturday, September 25, 2010  
9am to noon

San Mateo Countywide Water Pollution Prevention Program is proud to announce the 26th annual California Coastal Cleanup Day, the state's largest volunteer event. The event will take place at more than 800 locations around the state on Saturday, September 25, from 9 am to noon. The Cleanup is the state's largest single effort to remove the debris that has accumulated on our beaches and

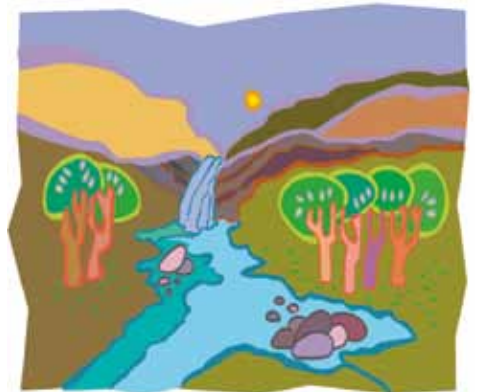


inland shorelines over the past year, bringing tens of thousands of volunteers out annually to protect the marine wildlife and habitat that can be badly damaged by marine debris.

[continued on page 2](#)

## Community Action Grants Available

San Mateo Countywide Water Pollution Prevention Program offers Community Action Grants for volunteer groups, teachers, environmental organizations and other local, not-for-profit associations interested in developing and/or implementing projects that improve the quality of local creeks, the Bay or the Pacific Ocean within San Mateo County. Up to \$3,000 is awarded to groups proposing projects to restore, protect, enhance, or prevent pollution of local waterways or which benefit the ecology of the San Mateo County watershed. Applications are available in October 2010, with a November 2010 deadline. Get more information at [www.flowstobay.org/grant](http://www.flowstobay.org/grant) or call 650-372-6245.



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## California Coastal Cleanup Day

continued from page 1

Last year alone, in San Mateo County volunteers helped pick up over 42,000 pounds of trash off of local beaches, creeks, and neighborhoods. By picking up cigarette butts, plastic bags, tires, bottles, and other miscellaneous items, we prevent the litter from making its way to the ocean via storm drains and watersheds where it endangers marine animals and the environment.

### How can you can participate?

On Saturday, September 25th, 2010 join your fellow friends, family, students, service groups, and neighbors to take care of your own environment, show community support, learn about the impacts of litter, and have fun!

The San Mateo Countywide Water Pollution Prevention Program is helping to coordinate the California Coastal Cleanup in San Mateo County. All you have to do is pick a local cleanup location, show up, and cleanup! All materials will be handed out when you arrive at 9 am and the cleanup goes until noon. However, in efforts to reduce the amount of trash created by the Cleanup, this year volunteers are being encouraged to turn out to their favorite Cleanup location with their own bucket, gloves, and reusable water bottle.

For a list of Cleanup sites and more information visit [www.flowstobay.org](http://www.flowstobay.org) or contact Ana Clayton at 650.372.6214.

### 2009 Coastal Cleanup Day Totals

**80,000**

Number of volunteers participating in last year's Coastal Cleanup Day in California

**80%**

Percent of total debris items picked up in 2009 that were made of plastic

**4,224**

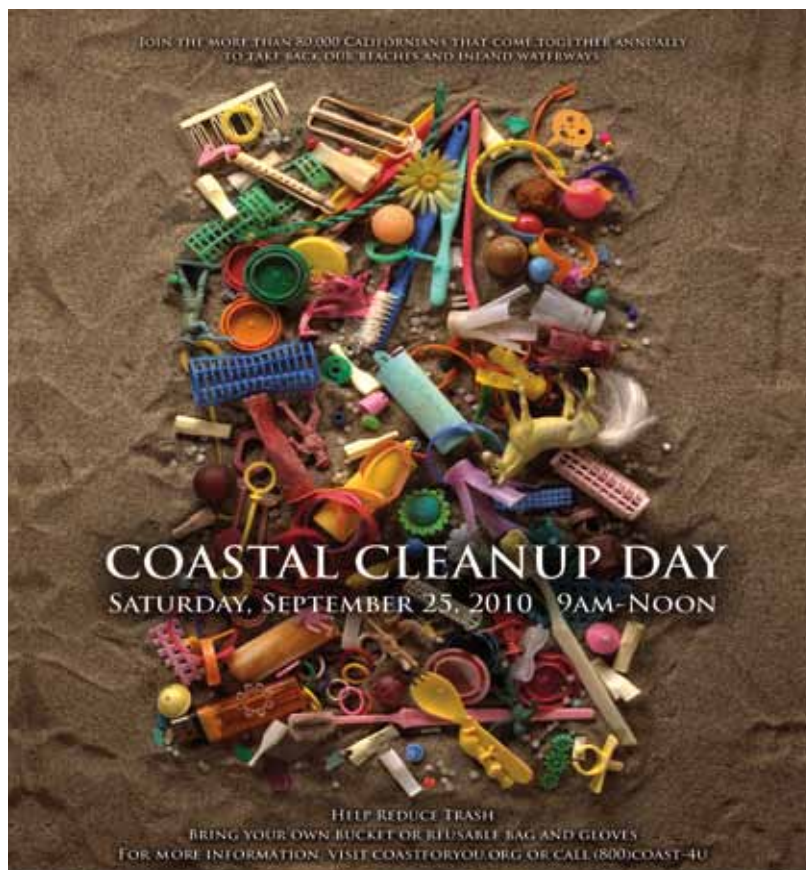
Number of volunteers participating in the 2009 Coastal Cleanup in San Mateo County

**1.3 million**

Total pounds of trash picked up in 2009 throughout California

### International Coastal Cleanup Day

400,000 volunteers collected more than 6.8 million pounds of trash in 100 countries and 42 US States



**Saturday, September 25, 2010 9 am to noon**

# VOLUNTEER

**For groups of 10 or more, please RSVP to Ana Clayton 650.372.6214.**

# Too Toxic To Trash

## Residential Fluorescent Lighting



Fluorescent lights save energy and money, however they do contain mercury, which cannot go into the trash. More and more stores that sell fluorescent lighting (L) will take it back. Any store listed on the chart on page 4 with an "L", now takes these lights back for proper recycling.

## Household Batteries



Batteries contain heavy metals and also cannot go into the trash. When choosing a battery the most energy efficient choice is to use a rechargeable one. Take back rechargeable batteries to any store that sells them. For non-rechargeable batteries recycle them curbside (check with your garbage hauler) or take them to any location on the chart marked with an "H".

## Automotive



If you do maintenance on your car or truck, do the right thing by recycling the oil, filter, antifreeze and car battery at a certified recycling center. See chart on page 4 to find a recycling location near you. Just remember: do not mix used oil with any other fluids including antifreeze, water, gasoline, or solvents. Centers cannot accept contaminated oil. To dispose of other household hazardous waste or contaminated motor oil contact the San Mateo County Household Hazardous Waste Program at 650-372-4718 or visit [www.smhealth.org/hhw](http://www.smhealth.org/hhw).

## PROPERLY DISPOSE OF ALL THESE ITEMS!

### Old Medications

Recent research by the United States Geological Survey (USGS) shows trace amounts of pharmaceuticals in many of the Country's waterways. Much of this is due to the disposal of unused pharmaceuticals into the sanitary sewer system which eventually leads to our waterways such as streams, creeks, rivers, reservoirs, bays and beyond.

One thing you can do to help is to properly dispose of your unused pharmaceuticals, over the counter medications and vitamins. In San Mateo County, you can dispose of this waste at law enforcement agencies listed at right.



# STOP!

## DON'T FLUSH YOUR OLD MEDICATIONS!

### Disposal Procedures:

- 1** Remove excess packaging
- 2** Consolidate pills in ziplock bag
- 3** Keep liquid medication in original container



Find confidential drop-off containers at Police Departments listed at right.

Atherton	83 Ashfield Road.	688-6500
Belmont	1 Twin Pines Lane	595-7400
Brisbane	50 Park Place	415-467-1212
Burlingame	1111 Trousdale Drive	777-4100
Daly City	333 - 90th Street	991-8142
Half Moon Bay	537 Kelly Street	726-8288
Hillsborough	1600 Floribunda Avenue	375-7400
Millbrae	581 Magnolia	259-2300
Pacifica	2075 Coast Highway	738-7310
San Bruno	1177 Huntington Avenue	616-7100
San Carlos	600 Elm Street	802-4277
San Mateo	200 Franklin Parkway	522-7710
So. San Francisco	33 Arroyo Drive, Ste. C	877-8900
San Mateo County Sheriff	400 County Center	599-1664
North Coast Sub-Station	500 California Avenue, Moss Beach	573-2801

For more information please call: 650 363-4572

# Recycle your used motor oil, oil filters, antifreeze, car batteries, latex paint, fluorescent lamps<sup>1</sup>, and household batteries!<sup>2</sup>

Site	Address	Phone	Automotive	Household
<b>Belmont<sup>4</sup></b>	1029 Alameda de las Pulgas	593-4072		
Carlmont Ace Hardware	2000 Ralston Ave.	592-3637	B 0	T H L
<b>Brisbane<sup>4</sup></b>				
Brisbane Ace Hardware	1 Vistacion Ave	415-467-2707		H L
Brisbane City Hall	50-Park Place	415-508-2130		H L
<b>Burlingame<sup>4</sup></b>				
Burlingame Valero	601 California Dr.	347-0486	0 F	L
Lumiere	1405 Broadway	375-1959		L
<b>Colma</b>				
Home Depot	2 Colma Blvd.	375-1959		L
<b>Daly City</b>				
Allied Waste	1680 Edgeworth Ave.	756-1130		H
Bayside Chevron <sup>3</sup>	2690 Bayside Blvd.	415-330-9888	B 0 F	H
Bayside Library Third Floor	460 Martin St.	991-8074		H
BFI Musselrock T.S.	755-7068		0 F	H
City Hall Main Lobby	333 90th St.	991-8038		H
Firestone Store <sup>2</sup>	4 Serranonte Center	994-1500	A B 0 F T	L
Home Depot	303 E. Lake Merced Blvd.	755-9600	B 0 F	L
Kragen Auto Parts <sup>2</sup>	5 Skyline Plaza	994-2650	B 0 F	L
Kragen Auto Parts <sup>2</sup>	7283 Mission St.	755-8890	B 0	L
Serranonte Library	40 Wembley Dr.	991-8023		H
Service Lighting	2975 Junpero Serra Blvd.	992-8333		L
Speedee Oil Change <sup>3</sup>	1600 Sullivan Ave.	755-8777	0	L
Westlake Library	275 Southgate Ave.	991-8071		H
<b>East Palo Alto<sup>4</sup></b>				
Auto Zone <sup>2</sup>	2160 University Ave.	331-7271	A B 0	L P C
Corporation Yard <sup>2</sup>	150 Tara Street	833-5916	B 0 F T H L	P C
Home Depot	1781 East Bayside Rd	462-6800		L
KEA	1700 East Bayside Rd.	323-4532		L
<b>Foster City<sup>4</sup></b>				
AM/PM Hillsdale Arco	880 E. Hillsdale Blvd.	349-1849	0	L
Valero	501 Foster City Blvd.	345-6500	0 F	L
<b>Half Moon Bay<sup>4</sup></b>				
Half Moon Bay Electric	429 Main St.	726-2711		L
More For Less	507 Kelly St.	712-0183	0 F	L
Ocean Store Hardware	111 Main St.	726-5505		L P
Ox Mountain Landfill <sup>3</sup>	12310 Highway 92	726-1819	A B 0 F T	C
<b>Hillsborough</b>				
Hillsborough Town Hall	1600 Floribunda Ave	375-7400		H
<b>Menlo Park<sup>4</sup></b>				
Belle Haven Child Development Center	410 Ivy Drive	330-2270		H
M&M Automotive <sup>2</sup>	1281 El Camino Real	325-3900	0 F	H
Menlo Park Library	800 Alma St.	330-2500		H
Oil Changer <sup>2</sup>	944 Willow Rd.	321-9047	0 F	H
Onetra Harris Community Center	100 Terminal Ave.	330-2250		H
Reclaim:Healthy Green Home	855 Santa Cruz Ave.	330-2250		L
Sharon Heights Shell	125 Sharon Park Dr.	854-3400	0 F	L
<b>Millbrae<sup>4</sup></b>				
Auto Zone <sup>2</sup>	320 El Camino Real	697-3504	B 0	L
Firestone Store <sup>2</sup>	1201 El Camino Real	871-9096	A B 0 F T	L
Kragen Auto Parts <sup>3</sup>	1145 El Camino Real	583-0443	B 0 F	L
Linda Mac Ace Hardware	560 San Pedro Ave	359-2401		L
Millbrae Square Chevron	501 El Camino Real	697-3275	A	L
Speedee Oil Change <sup>2</sup>	390 El Camino Real	692-6740	0 F	L
<b>Pacifica<sup>4</sup></b>				
Coastside Staveanger	1046 Palmetto Ave.	355-9000	A B 0 F T H L	P C
Oil Changer <sup>2</sup>	2880 Skyline Blvd.	355-7233	0	L
Santford Firestone	705 Hickey Blvd.	355-1154	A B 0 F T	L

## AUTOMOTIVE

A-antifreeze  
B-car batteries  
O-used motor oil  
F-oil filters  
T-tires (fee)

## HOUSEHOLD

H-household batteries  
P-latex paint  
L-CFL's  
C-computers, TVs (fee)

Site	Address	Phone	Automotive	Household
<b>Pasadena</b>				
BFI Waste Systems	Bean Hollow Rd.	879-0729	B 0 F T	L
<b>Portola Valley</b>				
Portola Valley Hardware	112 Portola Rd.	851-0116		H L
<b>Redwood City<sup>4</sup></b>				
Chanique's Auto Repair	425 Dunbarton St.	365-1322	B 0 F	L
Firestone Store <sup>2</sup>	1458 El Camino Real	364-1900	A B 0 F T	L
Jiffy Lube <sup>2</sup>	640 Whipple Ave.	369-8067	0 F	L
Kings Union 76	975 Woodside Rd	364-9620	B 0 F T	L
Kragen Auto Parts <sup>2</sup>	2411 El Camino Real	368-2831	B 0 F	L
Oil Changer <sup>2</sup>	2762 El Camino Real	366-5394	0 F	L
Silver Auto Services	1603 Broadway	245-5783	0 F	L
Whole Foods	1250 Jefferson Ave	367-1400	A	L
<b>San Bruno<sup>4</sup></b>				
Eichen's Lighting	580 El Camino Real	583-6938		L
Jiffy Lube <sup>2</sup>	1580 El Camino Real	588-3970	0 F	L
San Bruno Garbage Company	101 Tarforan Ave.	583-8536	A B 0 F	L P C
Sharma Auto Repair <sup>2</sup>	1089 Montgomery Ave.	872-9600	0	L
Skyline College	3300 College Dr.	738-4126	0 F	L
Speedee Oil Change <sup>2</sup>	801 El Camino Real	952-5178	0 F	L
<b>San Carlos<sup>4</sup></b>				
Allied Waste	333 Shoreway Rd.	592-2411	A	L P C
City Hall	600 Elm St.	743-2974		H
Home Depot	1125 Old County Rd.	592-9200		L
Jiffy Lube <sup>2</sup>	1030 El Camino Real	594-1688	0 F	L
Kragen Auto Parts <sup>3</sup>	1272 El Camino Real	595-5112	B 0 F	L
Oil Changer <sup>2</sup>	1188 El Camino Real	591-0695	0 F	L
Pep Boys <sup>2</sup>	1087 Old County Road	632-1522	0 F	L
San Carlos Library	610 Elm St.	591-0341		H
Smart Care Auto	400 El Camino Real	593-7873	0 F	L
<b>San Mateo<sup>4</sup></b>				
Auto Zone <sup>2</sup>	3880 S. El Camino Real	372-0535	B 0	L
Chevron Oil Stop <sup>3</sup>	2009 El Camino Real	572-8000	0 F	L
Firestone Store <sup>2</sup>	2180 S. El Camino Real	345-3535	A B 0 F T	L
Home Depot	2001 Chest St.	525-9343		L
Jiffy Lube <sup>2</sup>	2517 S. El Camino Real	349-7222	0 F	L
Jiffy Lube <sup>2</sup>	407 S. Delaware St.	344-8242	0 F	L
Kragen Auto Parts <sup>2</sup>	2640 S. El Camino Real	349-1275	B 0 F	L
Kragen Auto Parts <sup>2</sup>	400 S. Norfolk St.	344-2448	B 0 F	L
Reed's Service Center	1641 Palm Ave.	341-6675	B 0 F	L
San Mateo Auto Care	1471 E. Third St.	343-6651	B 0 F	L
Whole Foods	1010 Park Place	358-6900		H L
Wisnom's Hardware	545 1st Ave	348-1082		L
<b>So. San Francisco<sup>4</sup></b>				
BlueLine Transfer	500 E. Jamie Ct.	589-5511	A B 0 F T H L	P C
Firestone Store <sup>2</sup>	190 El Camino Real	583-2848	A B 0 F T	L
First Automotive Distrib. <sup>3</sup>	273 E. Harris Ave.	333-8871	0	L
Kragen Auto Parts <sup>2</sup>	1059 El Camino Real	589-8102	B 0 F	L
Kragen Auto Parts <sup>2</sup>	3541 Calan Blvd.	827-9081	B 0 F	L
Meenan Battery	1139 Airport Blvd.	583-6735	B	L
Shiva Auto Repair	1185 Spruce Ave.	225-0600	B 0 F	L
<b>Woodside</b>				
Skyland Fire Station	17290 Skyline Blvd.	851-1860	0 F	H

Oil and oil filters are accepted free of charge at all locations. A fee may apply for antifreeze, tires, and batteries. Call before visiting collection centers. Used oil and antifreeze must not be mixed with any other automotive products. No broken batteries can be accepted. **Do not leave your oil at an unattended station.**

If you have any questions about proper disposal of other household chemicals, please call 650-372-6200. To dispose of other household waste at a collection event call **363-4718** or visit [www.smhealth.org/hw](http://www.smhealth.org/hw).



# P<sup>3</sup> POLLUTION PREVENTION POST

YOUR NEWS AND INFORMATION SOURCE ABOUT: RECYCLING, POLLUTION PREVENTION, LESS TOXIC PRODUCTS

## Earth Day 2011

It's been over 40 years since the first Earth Day, and being green isn't just a trendy term anymore - it's a way of living. Being green means something different to each of us, but it all begins by taking simple steps in trying to improve our individual relationship with the one planet we have to live upon. Let's all come together on Earth Day and everyday to "greenify" both ourselves and the community we live in.



Many organizations in San Mateo County sponsor Earth Day events. Visit [www.flowstobay.org](http://www.flowstobay.org) for a list of local events. You can also develop some easy daily routines that will eventually become a habit and help the environment. For example: participate in a recycling program, avoid disposable items, drive a car that is eco-friendly, use cloth bags at the grocery store, ride your bike or walk, pay attention to how you as a consumer are affecting the environment, etc. Together we can make a difference, let's start today!

## Get Schooled: Water Pollution Assemblies

Has your child come home singing songs about preventing water pollution? Is your high school student educating YOU about where to drop off used oil? The culprit is most likely the San Mateo Countywide Water Pollution Prevention Program's school outreach sponsorship. Environmental educators have been hired to go into schools and teach children about ways to prevent water pollution.

*(Continued on page 4)*

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## Permanent Household Hazardous Waste (HHW) Collection Facility Now Open in San Mateo on Thursdays

For years, San Mateo County residents could drop off their household hazardous waste (HHW) at the County's permanent facility on Fridays or Saturdays. In addition, the HHW crew set up temporary collection events in locations around the County to increase convenience.

Now the permanent facility (in San Mateo, near the junction of 280 and Hwy 92) is also open on Thursdays! With so many choices available, why not clear out your garage or cellar? To make an appointment online, visit [www.smhealth.org/hhw](http://www.smhealth.org/hhw).

No internet? You can also call 650-363-4718 to schedule your drop-off.



## Free Car Wash Coupon

Car washing at home causes soap and other pollutants to end up in the storm drains that lead to the bay or the ocean. Commercial car washes use less water and any discharge goes into the sanitary sewer system. The San Mateo Countywide Water Pollution Prevention Program is partnering with



11 commercial car washes located throughout San Mateo County to offer a discount coupon for a car wash. Call (650) 372-6245 or email [pollutionprevention@co.sanmateo.ca.us](mailto:pollutionprevention@co.sanmateo.ca.us) to find out how to get your coupon. (Coupon is valid through 2011.)



### Is Your Organization a “Business”? Household Hazardous Waste vs. Business Waste

If you work with a school, library, community center, church, civic group, or a non-profit, you probably don't think about that organization as a business. None the less, the laws allowing local governments to accept and dispose of household wastes that contain toxic elements from their residents consider every kind of entity other than an actual household to be a business, whether it has any profit motive or not.

The County Household Hazardous Waste (HHW) program accepts a wide range of items that County residents use at home but cannot be put into the trash. Many organizations use these same types of items – batteries, fluorescent lights, fertilizers and pesticides, cleaning fluids, auto care products, and painting supplies, for instance. But a business/organization cannot bring them to the HHW collections as if they were from a household (for free, on public appointment days).

If your organization needs to dispose of these sorts of wastes, they should either contract a commercial hazardous waste hauler or use the County's Very Small Quantity Generator (VSQG) program. To learn more about the process, types of wastes accepted, and costs involved, please visit:

[www.smhealth.org/vsqq](http://www.smhealth.org/vsqq)



Is that insect really a pest?

Less than 2% of the insects you encounter in the garden will be pests. The vast majority of insects in your yard are not harmful - they're either beneficial or neutral.

Next time you think of stomping or spraying any unfamiliar bug, make sure you know the good guys from the bad guys. The brochure "The 10 Most Wanted Bugs in Your Garden" will help you to identify some of the most common beneficial bugs (both adults and their young) in your garden.

If you do have a pest problem in your garden, the San Mateo Countywide Water Pollution Prevention Program has partnered with retail stores to make less toxic pest control and gardening products more available to consumers. Participating stores provide fact sheets and Shelf Talkers to make it easy for you to choose a less or non-toxic product. For a list of participating stores and the informational brochure visit:

[www.flowstobay.org/pestcontrol](http://www.flowstobay.org/pestcontrol)



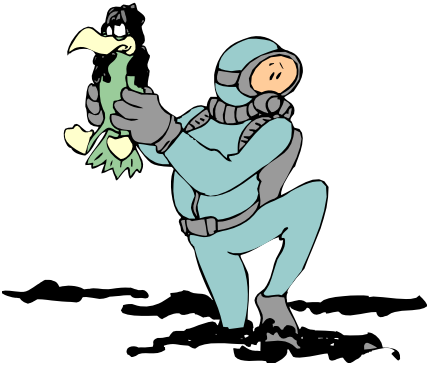
Look for this shelf talker!

Less toxic to people and pets!



## How You - Yes, You - Can Prevent Oil Spills

Last year, the world witnessed the Deepwater Horizon explosion, and with it terrible environmental and economic uncertainty. It could be years before the spill's



effects are truly understood. The disaster in the Gulf of Mexico made us aware of the damage oil can create and how it affects water quality, animals, and plant life.

California also suffers from oil spills. Though it cannot be seen as a one time spill, our spills result from the improper disposal of used oil and oil filters every day. A 1998 study revealed that 20 million gallons of motor oil are unaccounted for and possibly improperly disposed of down storm drains, into lakes or streams, or thrown in the garbage.

Improper disposal of oil is not only bad for the environment and public health, but is also illegal.

In California, the State Legislature passed the Oil Recycling Enhancement Act to address the significant threat to California's environment from illegally dumped used oil. As a result there are over 60 used oil collection centers in San Mateo County that will take used oil free of charge from the public.

Recycling your used oil and filter is easy. Drain your oil into a clean container with a secure lid and if possible drain the filter for 24 hours and place it in a leakproof container like a plastic bag or coffee can. Take your used oil and filter to a certified center near you. If you live in a single family residence check with your local garbage service provider for used oil curbside recycling service. Visit [www.flowstobay.org/usedoil](http://www.flowstobay.org/usedoil) for more information and to see a list of certified centers or call 1-800-CLEANUP. Some centers will accept up to 3 gallons per day from residents. Call ahead for limits and

hours of operation.

Used oil is very recyclable. Motor oil does not wear out - it just gets dirty; so recycling it saves a valuable resource. It takes 42 gallons of crude oil, but only 1 gallon of used oil, to produce 2.5 quarts of new, high-quality lubricating oil. So next time you change your oil please "Take It To The Finish Line" and recycle your used oil and filter. A complete list of certified centers can be found at:

[www.flowstobay.org/usedoil](http://www.flowstobay.org/usedoil)

### Remember:

Do not mix oil with any other fluids such as water, solvents, gasoline or antifreeze. Certified centers cannot accept contaminated oil.

Contaminated oil is only accepted at the Household Hazardous Waste Facility. To make an appointment to dispose of contaminated oil visit [www.smhealth.org/hhw](http://www.smhealth.org/hhw) or call (650) 363-4718.



### FREE USED OIL RECYCLING CONTAINER

San Mateo County is giving away used oil recycling containers to the first 50 residents that email us with a request at:

[pollutionprevention@co.sanmateo.ca.us](mailto:pollutionprevention@co.sanmateo.ca.us)

( Limit of 1 container per household. )



## School Presentations (con't)

At the elementary level, the Banana Slug String Band has been spotted throughout the county performing songs like "It's a Blue Planet," "Water Cycle Boogie," and "We All Live Downstream." Between songs, the band engages the children on topics related to nature, ecology, and the impact of humans on the environment. The band presents concepts such as the water cycle, water quality, and urban runoff. The entire performance is uplifting and brings the children to their feet as they sing along with the band. Supplemental lesson plans are available to teachers to follow up the presentation.



At the high school level, Rock Steady Science has begun presenting a course on automotive care and its relationship to storm water pollution. "Water Pollution Prevention and Your Car" is a fifty-minute multimedia, interactive, and hands-on classroom presentation targeted to grades 10–12. The presentation includes a 'how to' oil change demo that focuses on proper disposal of motor oil and filters, and discussion of car washing to keep pollutants out of the storm water system. Topics also include background information on watersheds, storm drains, and the County's Green Streets and Parking Lots program.

To learn more about the school presentations or to schedule a presentation at your school visit [www.flowstobay.org/teachers](http://www.flowstobay.org/teachers).

### Kids can make a difference...

For more information about ways to educate your children about water pollution, go to [www.flowstobay.org](http://www.flowstobay.org) and select the Community tab. On the left side, click on "Kids" and you will find games, a glossary, and activity books that can be downloaded.

## The Cars of the Future are here...

Do you remember when you saw the first hybrid car several years ago? Fast forward to a few years later and now manufacturers across the board are becoming more responsive to the marketplace and providing consumers with more fuel efficient and environmentally friendly vehicles. Today you can drive down the highway or look outside your office window and see some sort of energy efficient car. Even the President has issued a mandate that boosts fuel-efficiency standards for model year 2011 vehicles.

Competing now with hybrid models are the all-electric vehicles. A Redwood City resident was the first US resident to reserve one of the new all electric plug-in Nissan Leaf cars. However, the Leaf isn't the only plug-in vehicle we'll see here in San Mateo County, as Tesla vehicles have been around for a few years. Now GM, Toyota, and other car manufactures will also be introducing their plug-in vehicles soon.



We are currently seeing more hybrid and all-electric cars on the market than ever. You may recognize some industry regulars, but keep an eye out for some new models from manufacturers who are just getting started. Which vehicle will you choose?



San Mateo Countywide Water Pollution Prevention Program  
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# Water Pollution Prevention and Your Car

## A High School Classroom Program

*Presented by:* Doug Nolan of Rock Steady Science

*Sponsored by:* San Mateo Countywide Water Pollution Prevention Program  
and the San Mateo County Used Oil Recycling Program

'Water Pollution Prevention and Your Car' is a fifty-minute multimedia, interactive, and hands-on classroom presentation targeted to grades 10–12 in San Mateo County high schools. The presentation includes approved California Science Standards-based curriculum and complements any Driver's Education or Environmental Science class.



The program consists of a threefold approach to teaching the students about preventing water pollution: a PowerPoint presentation, a 'how to' oil change demo, and an in-class poster contest to help students understand how our cars can contribute to water pollution.



Doug Nolan is owner and founder of Rock Steady Science. He has been an environmental education consultant in schools nationwide for the last 20 years. He performed a popular assembly program, 'Eco-Tainment' in San Mateo and Contra Costa High Schools as part of the comedy duo, The Boogie Down Jugglers. Doug earned a BA in Environmental Studies from the University of Vermont and an MFA in acting from the American Conservatory Theater.



'Solid Education, Amazing Antics'

[www.RockSteadyJuggling.com](http://www.RockSteadyJuggling.com)

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