



September 30, 2017

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

Subject: **City Of Brisbane**
FY 2016/17 Annual Report

Dear Mr. Wolfe:

This letter and Annual Report with attachments is submitted by **City of Brisbane** pursuant to Permit Provision C.17.a of the Municipal Regional Stormwater NPDES Permit (MRP), Order R2-2015-0049, NPDES Permit No CAS612008 issued by the San Francisco Bay Regional Water Quality Control Board. The Annual Report provides documentation of compliance activities conducted during FY 2016/17 and related accomplishments.

Please contact **Randy Breault** at **415-508-2013** regarding any questions or concerns.

Very truly yours,

A handwritten signature in blue ink that reads "Randy Breault".

Duly Authorized Representative
Director of Public Works/City Engineer

**City of Brisbane
FY 2016/17 ANNUAL REPORT**

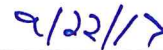
Certification Statement

"I certify, under penalty of law, that this document and all attachments 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 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 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."

Signature of Duly Authorized Representative:



Name and Title



Date

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Section 1 – Permittee Information

Background Information				
Permittee Name:	City of Brisbane			
Population:	4,282 (2010 census)			
NPDES Permit No.:	CAS612008			
Order Number:	R2-2015-0049			
Reporting Time Period (month/year):	July 2016 through June 2017			
Name of the Responsible Authority:	Randy Breault	Title:	Director of Public Works/City Engineer	
Mailing Address:	50 Park Place			
City:	Brisbane	Zip Code:	94005	County: San Mateo
Telephone Number:	415.508.2131	Fax Number:	415.467.5547	
E-mail Address:	Rbreault@ci.brisbane.ca.us			
Name of the Designated Stormwater Management Program Contact (if different from above):	Keegan Black	Title:	Regulatory Compliance Manager	
Department:	Public Works			
Mailing Address:	50 Park Place			
City:	Brisbane	Zip Code:	94005	County: San Mateo
Telephone Number:	415.508.2130	Fax Number:	415.467.5547	
E-mail Address:	Kblack@ci.brisbane.ca.us			

Section 2 - Provision C.2 Reporting Municipal Operations

Program Highlights and Evaluation

Highlight/summarize activities for reporting year:

Summary:

The city continues to conduct yearly inspections of its one corporation yard per our Stormwater Pollution Prevention Plan.

For FY 16-17 City staff has volunteered to chair and facilitate the Countywide Program's Municipal Maintenance subcommittee meetings.

The City does not own or operate any stormwater pump stations or rural roads.

Refer to the C.2 Municipal Operations section of the Program's FY 16-17 Annual Report for a description of activities implemented at the countywide and/or regional level.

C.2.a. ► Street and Road Repair and Maintenance

Place a **Y** in the boxes next to activities where applicable BMPs were implemented. If not applicable, type **NA** in the box and provide an explanation in the comments section below. Place an **N** in the boxes next to activities where applicable BMPs were not implemented for one or more of these activities during the reporting fiscal year, then in the comments section below provide an explanation of when BMPs were not implemented and the corrective actions taken.

Y	Control of debris and waste materials during road and parking lot installation, repaving or repair maintenance activities from polluting stormwater
Y	Control of concrete slurry and wastewater, asphalt, pavement cutting, and other street and road maintenance materials and wastewater from discharging to storm drains from work sites.
Y	Sweeping and/or vacuuming and other dry methods to remove debris, concrete, or sediment residues from work sites upon completion of work.

Comments:

The City primarily engages contractors for road and parking lot maintenance, repaving, or repairs. Stormwater pollution prevention requirements are included in contract specifications for projects put out to bid. For small projects that are not put out to bid, direction is provided to the contractor in the field. Oversight and enforcement is performed by the Public Works Inspector during regular field activities. Periodically, the Inspector may find BMPs requiring improvement or cases where BMPs are not properly implemented. These issues are addressed in the field by the Inspector consistent with the City's Enforcement Response Plan.

C.2.b. ► Sidewalk/Plaza Maintenance and Pavement Washing

Place a **Y** in the boxes next to activities where applicable BMPs were implemented. If not applicable, type **NA** in the box and provide an explanation in the comments section below. Place an **N** in the boxes next to activities where applicable BMPs were not implemented for one or more of these activities during the reporting fiscal year, then in the comments section below provide an explanation of when BMPs were not implemented and the corrective actions taken.

Y	Control of wash water from pavement washing, mobile cleaning, pressure wash operations at parking lots, garages, trash areas, gas station fueling areas, and sidewalk and plaza cleaning activities from polluting stormwater
Y	Implementation of the BASMAA Mobile Surface Cleaner Program BMPs

Comments:

The City periodically uses BASMAA-certified mobile cleaner to perform sidewalk washing. City Staff does not conduct pavement washing.

C.2.c. ► Bridge and Structure Maintenance and Graffiti Removal

Place a **Y** in the boxes next to activities where applicable BMPs were implemented. If not applicable, type **NA** in the box and provide an explanation in the comments section below. Place an **N** in the boxes next to activities where applicable BMPs were not implemented for one or more of these activities during the reporting fiscal year, then in the comments section below provide an explanation of when BMPs were not implemented and the corrective actions taken.

Y	Control of discharges from bridge and structural maintenance activities directly over water or into storm drains
Y	Control of discharges from graffiti removal activities
Y	Proper disposal for wastes generated from bridge and structure maintenance and graffiti removal activities
Y	Implementation of the BASMAA Mobile Surface Cleaner Program BMPs for graffiti removal
Y	Employee training on proper capture and disposal methods for wastes generated from bridge and structural maintenance and graffiti removal activities.
Y	Contract specifications requiring proper capture and disposal methods for wastes generated from bridge and structural maintenance and graffiti removal activities.

Comments:

The City has two bridges over water ways that could discharge into storm drains, but has not performed any maintenance activities on these structures in the last year. Graffiti is typically removed by painting over affected areas, thereby eliminating debris or cleaning compound waste discharge. Graffiti removal is conducted under contract by San Mateo County Public Works Staff; as this agency is a co-permittee of the MRP, they are required to comply with these provisions.

The City also operates a Marina following The Clean Marinas program, which is an ongoing endeavor, by a marina industry alliance of private marina owners, government marina operators and yacht clubs, determined to provide environmentally clean facilities and protect the State's

coastal and inland waters from pollution through implementation of best management practices. Stormwater quality is improved by prohibiting vehicle and vessel maintenance and washing in marina and yacht club parking lots, thus preventing the discharge of oil, grease and soil discharge into the storm drains. Additionally, all chemicals stored onshore at the marina are required to be stored indoors or in secondary containment to prevent accidental spills due to leakage or other unintended discharge. The certification is awarded by the non-profit organization, *Clean Marina Program*, based in San Diego, CA. Volunteers from all over the state participate in the review and certification process. The Brisbane Marina was certified as a Clean Marina on July 28, 2010.

C.2.e. ► Rural Public Works Construction and Maintenance

Does your municipality own/maintain rural¹ roads: Yes No

If your answer is **No** then skip to **C.2.f**.

Place a **Y** in the boxes next to activities where applicable BMPs were implemented. If not applicable, type **NA** in the box and provide an explanation in the comments section below. Place an **N** in the boxes next to activities where applicable BMPs were not implemented for one or more of these activities during the reporting fiscal year, then in the comments section below provide an explanation of when BMPs were not implemented and the corrective actions taken.

N/A	Control of road-related erosion and sediment transport from road design, construction, maintenance, and repairs in rural areas
N/A	Identification and prioritization of rural road maintenance based on soil erosion potential, slope steepness, and stream habitat resources
N/A	No impact to creek functions including migratory fish passage during construction of roads and culverts
N/A	Inspection of rural roads for structural integrity and prevention of impact on water quality
N/A	Maintenance of rural roads adjacent to streams and riparian habitat to reduce erosion, replace damaging shotgun culverts and excessive erosion
N/A	Re-grading of unpaved rural roads to slope outward where consistent with road engineering safety standards, and installation of water bars as appropriate
N/A	Inclusion of measures to reduce erosion, provide fish passage, and maintain natural stream geomorphology when replacing culverts or design of new culverts or bridge crossings

Comments including listing increased maintenance in priority areas:

The City of Brisbane does not own or maintain any rural roads.

¹Rural means any watershed or portion thereof that is developed with large lot home-sites, such as one acre or larger, or with primarily agricultural, grazing or open space uses.

C.2.f. ► Corporation Yard BMP Implementation

Place an **X** in the boxes below that apply to your corporations yard(s):

- N/A We do not have a corporation yard
- N/A Our corporation yard is a filed NOI facility and regulated by the California State Industrial Stormwater NPDES General Permit
- X We have a **Stormwater Pollution Prevention Plan (SWPPP)** for the Corporation Yard(s)

Place an **X** in the boxes below next to implemented SWPPP BMPs to indicate that these BMPs were implemented in applicable instances. If not applicable, type **NA** in the box. If one or more of the BMPs were not adequately implemented during the reporting fiscal year then indicate so and explain in the comments section below:

- X Control of pollutant discharges to storm drains such as wash waters from cleaning vehicles and equipment
- X Routine inspection prior to the rainy seasons of corporation yard(s) to ensure non-stormwater discharges have not entered the storm drain system
- X Containment of all vehicle and equipment wash areas through plumbing to sanitary or another collection method
- X Use of dry cleanup methods when cleaning debris and spills from corporation yard(s) or collection of all wash water and disposing of wash water to sanitary or other location where it does not impact surface or groundwater when wet cleanup methods are used
- X Cover and/or berm outdoor storage areas containing waste pollutants

Comments:

The City developed a SWPPP for its single corporation yard in accordance with the permit requirements. The city has a covered wash rack that uses a sump to collect wash water. Vehicle maintenance is performed indoors or under cover. Spill kits with dry-sweep and hydrophobic mats are located in key areas. Raw materials are stored under cover or bermed to contain pollutants.

Annual Corp. Yard inspections are conducted in September.

If you have a corporation yard(s) that is not an NOI facility, complete the following table for inspection results for your corporation yard(s) or attach a summary including the following information:

Corporation Yard Name	Corp Yard Activities w/ site-specific SWPPP BMPs	Inspection Date ²	Inspection Findings/Results	Date and Description of Follow-up and/or Corrective Actions
Brisbane Public Works	Vehicle and Equipment	9-16-2016	Wash rack was clean and organized. Sump	N/A

² Minimum inspection frequency is once a year during September.

FY 2016-2017 Annual Report
Permittee Name: City of Brisbane

C.2 – Municipal Operations

Corporation Yard	Washing		pump is operational. Holding tank is adequately sized.	
Brisbane Public Works Corporation Yard	Vehicle and Equipment Maintenance and Repair	9-16-2016	Small amount of oil sweep in front of oil storage area.	Cleaned up while onsite, no follow up necessary.
Brisbane Public Works Corporation Yard	Fuel Dispensing	9-16-2016	Equipment fueling is conducted under cover whenever feasible.	N/A
Brisbane Public Works Corporation Yard	Municipal Vehicle, Equipment and Employee Parking	9-16-2016	Parking lots are kept clean and orderly. BMPs are followed to control potential pollutants.	N/A
Brisbane Public Works Corporation Yard	Waste and Recycle Storage	9-16-2016	Trash enclosure is clean.	N/A
Brisbane Public Works Corporation Yard	Outdoor Material Storage	9-16-2016	All outdoor material is under cover.	N/A

Section 3 - Provision C.3 Reporting New Development and Redevelopment

C.3.b.iv.(1) ► Regulated Projects Approved Prior to C.3 Requirements

(For FY 2016-17 Annual Report only) Does your agency have any Regulated Projects that were approved with no Provision C.3 stormwater treatment requirements under a previous MS4 permit and that did not begin construction by January 1, 2016 (i.e., that are subject to Provision C.3.b.i.(2))?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
If yes, complete attached Table C.3.b.iv.(1).				

C.3.b.iv.(2) ► Regulated Projects Reporting

See the attached C.3.b.iv.(2) Reporting Table.

C.3.e.iv. ► Alternative or In-Lieu Compliance with Provision C.3.c.

Is your agency choosing to require 100% LID treatment onsite for all Regulated Projects and not allow alternative compliance under Provision C.3.e.?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
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C.3.e.v. ► Special Projects Reporting

1. In FY 2016-17, has your agency received, but not yet granted final discretionary approval of, a development permit application for a project that has been identified as a potential Special Project based on criteria listed in MRP Provision C.3.e.ii.(2) for any of the three categories of Special Projects (Categories A, B or C)?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
2. In FY 2016-17, has your agency granted final discretionary approval to a Special Project? If yes, include the project in both the C.3.b.iv.(2) Table, and the C.3.e.v. Table.	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
None to report this period.				

C.3.h.v.(2) ► Reporting Newly Installed Stormwater Treatment Systems and HM Controls (Optional)

On an annual basis, before the wet season, provide a list of newly installed (installed within the reporting year) stormwater treatment systems and HM controls to the local mosquito and vector control agency and the Water Board. The list shall include the facility locations and a description of the stormwater treatment measures and HM controls installed.

None to report this period.

C.3.h.v.(3)(a)–(c) and (f) ► Installed Stormwater Treatment Systems Operation and Maintenance Verification Inspection Program Reporting

Site Inspections Data	Number/Percentage
Total number of Regulated Projects (including offsite projects, and Regional Projects) in your agency's database or tabular format at the end of the previous fiscal year (FY15-16)	2
Total number of Regulated Projects (including offsite projects, and Regional Projects) in your agency's database or tabular format at the end of the reporting period (FY 16-17)	2
Total number of Regulated Projects (including offsite projects, and Regional Projects) for which O&M verification inspections were conducted during the reporting period (FY 16-17)	1
Percentage of the total number of Regulated Projects (including offsite projects, and Regional Projects) inspected during the reporting period (FY 16-17)	50% ³

³ Based on the number of Regulated Projects in the database or tabular format at the end of the previous fiscal year (FY 15-16), per MRP Provision C.3.h.ii.(6)(b).

**C.3.h.v.(3)(d)-(e) ► Installed Stormwater Treatment Systems Operation and Maintenance Verification
 Inspection Program Reporting**

Provide a discussion of the inspection findings for the year and any common problems encountered with various types of treatment systems and/or HM controls. This discussion should include a general comparison to the inspection findings from the previous year.

Summary:

City staff inspected one of the two sites with C.3 regulated treatment systems and found the treatment system inspected, a flow-through planter, to be in good condition and operating normally.

There were no issues to note.

Provide a discussion of the effectiveness of the O&M Program and any proposed changes to improve the O&M Program (e.g., changes in prioritization plan or frequency of O&M inspections, other changes to improve effectiveness program).

Summary:

Staff has found that the O&M program is sufficient. Given only two sites with 5 regulated treatment units in Brisbane and based on a limited number of new sites in the foreseeable future, there are no changes to the prioritization anticipated. Staff will continue to target rainfall events for inspections.

C.3.h.v.(4) ► Enforcement Response Plan

(For FY 2016-17 Annual Report only) Has your agency completed an Enforcement Response Plan for all O&M inspections of stormwater treatment measures by July 1, 2017?

<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
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C.3.i. ► Required Site Design Measures for Small Projects and Detached Single Family Home Projects

On an annual basis, discuss the implementation of the requirements of Provision C.3.i, including ordinance revisions, permit conditions, development of standard specifications and/or guidance materials, and staff training.

Summary:

The City of Brisbane has procedural requirements for small projects and detached single family home projects, approved after December 1, 2012, to complete the BASMAA prepared Stormwater Checklist for Small Projects as part of the Building Permit application process, which includes identification one or more site design measures listed in Provision C.3.i., as well as source control and best management practices, that are to be included in the project plans. For projects subject to discretionary review the requirement is addressed up front, as part of the applicable planning permit.

BASMAA also prepared standard specifications in four fact sheets regarding the site design measures listed in Provision C.3.i, which the City uses as a resource. The Stormwater Controls for Small Projects fact sheets include the following:

- Rain Gardens
- Landscape Designs for Stormwater Management
- Pervious Pavement
- Rainbarrels and Cisterns

The City also participates in the San Mateo Countywide Water Pollution Prevention Program's New Development Subcommittee and in countywide training events.

C.3.j.i.(5)(a) ► Green Infrastructure Framework or Work Plan

(For FY 2016-17 Annual Report only) Was your agency's Green Infrastructure Framework or Work Plan approved by the agency's governing body, mayor, city manager, or county manager by June 30, 2017?

Y	Yes, approval documentation attached		No
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If Yes, describe approval process and documentation:

The City 's Green Infrastructure Plan Workplan was approved and signed by the City Manager and Director of Public Works June,2017.

See attachment 3-1 "Green Infrastructure Plan Workplan"

C.3.j.i.(5)(d) ► Green Infrastructure Outreach

On an annual basis, provide a summary of your agency's outreach and education efforts pertaining to Green Infrastructure planning and implementation.

Summary:

City Staff attended the SMCWPPP Stormwater Controls for Regulated Development Projects/Green Infrastructure Projects June 21, 2017

The City has also been participating in the County-wide Green Infrastructure Committee to help in the development of the Green Infrastructure frame-work plan.

Please refer to the SMCWPPP FY 16-17 Annual Report for a summary of outreach efforts implemented.

C.3.j.ii.(2) ► Early Implementation of Green Infrastructure Projects

On an annual basis, submit a list of green infrastructure projects, public and private, that are already planned for implementation during the permit term and infrastructure projects planned for implementation during the permit term that have potential for green infrastructure measures. Include the following information:

- A summary of planning or implementation status for each public and private green infrastructure project that is not also a Regulated Project as defined in Provision C.3.b.ii. (see C.3.j.ii.(2) Table B - Planned Green Infrastructure Projects).
- A summary of how each public infrastructure project with green infrastructure potential will include green infrastructure measures to the maximum extent practicable during the permit term. For any public infrastructure project where implementation of green infrastructure measures is not practicable, submit a brief description of the project and the reasons green infrastructure measures were impracticable to implement (see C.3.j.ii.(2) Table A - Public Projects Reviewed for Green Infrastructure).

Background Information:

Describe how this provision is being implemented by your agency, including the process used by your agency to identify projects with potential for green infrastructure, if applicable.

City staff reviewed the 40 projects in the City's Capital Improvement Program using the BASMAA Guidance and the SMCWPPP GI – Opportunity matrix. The City found 3 projects that have potential for GI and 37 that have no potential. The 3 projects found to have potential for GI are the construction of a new Brisbane Library, a development plan to rezone and restructure the entryway to Brisbane and the possibility of a grant from C/CAG for Safe Routes to Schools/Green Streets. Two of the projects have high potential for green infrastructure and are predicted to be C.3 regulated projects.

Summary of Planning or Implementation Status of Identified Projects:

New Brisbane Library – The projects design is 70% complete and is proposed to include a rainwater recovery system with a 5000 gal. tank. The captured rainwater will be used for the Library's black water and irrigation. The project is also proposed to include other vegetation based GI features.

Park Side Plan – This plan if adopted will allow potential growth in the central area of Brisbane through redevelopment of existing properties. This redevelopment will likely include C.3 regulated projects.

Safe Routes to Schools – The City is preparing a grant application for the C/CAG SRTS/GS Grant. This project is dependent on the approval of grant funding. The projects put forth in the grant application will include three locations with stormwater treatment areas.

See attached Tables C.3.j.ii.(2)-A and C.3.j.ii.(2)-B for the required information.

C.3.j.iii.(2) ► Participate in Processes to Promote Green Infrastructure

On an annual basis, report on the goals and outcomes during the reporting year of work undertaken to participate in processes to promote green infrastructure.

Please refer to the SMCWPPP FY 16-17 Annual Report for a summary of efforts conducted to help regional, State, and federal agencies plan, design and fund incorporation of green infrastructure measures into local infrastructure projects, including transportation projects.

C.3.j.iv.(2) ► Tracking and Reporting Progress

On an annual basis, report progress on development and implementation of methods to track and report implementation of green infrastructure measures and provide reasonable assurance that wasteload allocations for TMDLs are being met.

Please refer to the SMCWPPP FY 16-17 Annual Report for a summary of methods being developed to track and report implementation of green infrastructure measures.

C.3.b.iv.(1) ► List of Regulated Projects Approved Prior to C.3 Requirements			
Project Name Project No.	Project Location ⁴ , Street Address	Type of Stormwater Treatment Required ⁵	Type of Exemption Granted ⁶
None	N/A	N/A	N/A

⁴ Include cross streets

⁵ Indicate the stormwater treatment system required, if applicable

⁶ Indicate the type for exemption, if applicable. For example, the project was previously approved with a vesting tentative map, or the Permittee has no legal authority to require changes to previously granted approvals (such as previously granted building permits).

**C.3.b.iv.(2) ► Regulated Projects Reporting Table (part 1) –
 Projects Approved During the Fiscal Year Reporting Period**

Project Name Project No.	Project Location ⁷ , Street Address	Name of Developer	Project Phase No. ⁸	Project Type & Description ⁹	Project Watershed ¹⁰	Total Site Area (Acres)	Total Area of Land Disturbed (Acres)	Total New Impervious Surface Area (ft ²) ¹¹	Total Replaced Impervious Surface Area (ft ²) ¹²	Total Pre- Project Impervious Surface Area ¹³ (ft ²)	Total Post- Project Impervious Surface Area ¹⁴ (ft ²)
Private Projects											
The Real Real 17-0330-27	3745 Bayshore Blvd.	Prologis	NA	Industrial Warehouse tenant improvement, replaced building segment with parking and replaced patio area.	San Bruno Avenue at Bayshore Boulevard to Brisbane Lagoon	11.4	0.28	NA	10,229	715,896	715,896
Public Projects											
N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Comments: The above listed project was approved during the reporting year, but is still under construction. Completion of the project is anticipated in the 2017/18 Fiscal Year.											

⁷Include cross streets

⁸If a project is being constructed in phases, indicate the phase number and use a separate row entry for each phase. If not, enter "NA".

⁹Project Type is the type of development (i.e., new and/or redevelopment). Example descriptions of development are: 5-story office building, residential with 160 single-family homes with five 4-story buildings to contain 200 condominiums, 100 unit 2-story shopping mall, mixed use retail and residential development (apartments), industrial warehouse.

¹⁰State the watershed(s) in which the Regulated Project is located. Downstream watershed(s) may be included, but this is optional.

¹¹All impervious surfaces added to any area of the site that was previously existing pervious surface.

¹²All impervious surfaces added to any area of the site that was previously existing impervious surface.

¹³For redevelopment projects, state the pre-project impervious surface area.

¹⁴For redevelopment projects, state the post-project impervious surface area.

**C.3.b.iv.(2) ► Regulated Projects Reporting Table (part 2) –
 Projects Approved During the Fiscal Year Reporting Period
 (private projects)**

Project Name Project No.	Application Deemed Complete Date ¹⁵	Application Final Approval Date ¹⁶	Source Control Measures ¹⁷	Site Design Measures ¹⁸	Treatment Systems Approved ¹⁹	Type of Operation & Maintenance Responsibility Mechanism ²⁰	Hydraulic Sizing Criteria ²¹	Alternative Compliance Measures ^{22/ 23}	Alternative Certification ²⁴	HM Controls ^{25/26}
Private Projects										
The Real Real 17-0330-27	3/28/2017	3/28/17	<ul style="list-style-type: none"> Storm Drain Stenciling Retaining Landscaping Refuse area enclosed & connected to Sanitary Fire Sprinkler Discharge to Sanitary 	<ul style="list-style-type: none"> Directing roof runoff, walkways and parking to landscaping Conserve existing landscaping Self - treating area 	Bioretention area	O&M Agreement with private landowner	2.c	NA	Yes (City's consultant, CSG)	NA. No increase in the pre-project impervious area.

¹⁵For private projects, state project application deemed complete date. If the project did not go through discretionary review, report the building permit issuance date.

¹⁶For private projects, state project application final discretionary approval date. If the project did not go through discretionary review, report the building permit issuance date.

¹⁷List source control measures approved for the project. Examples include: properly designed trash storage areas; storm drain stenciling or signage; efficient landscape irrigation systems; etc.

¹⁸List site design measures approved for the project. Examples include: minimize impervious surfaces; conserve natural areas, including existing trees or other vegetation, and soils; construct sidewalks, walkways, and/or patios with permeable surfaces, etc.

¹⁹List all approved stormwater treatment system(s) to be installed onsite or at a joint stormwater treatment facility (e.g., flow through planter, bioretention facility, infiltration basin, etc.).

²⁰List the legal mechanism(s) (e.g., O&M agreement with private landowner; O&M agreement with homeowners' association; O&M by public entity, etc...) that have been or will be used to assign responsibility for the maintenance of the post-construction stormwater treatment systems.

²¹See Provision C.3.d.i. "Numeric Sizing Criteria for Stormwater Treatment Systems" for list of hydraulic sizing design criteria. Enter the corresponding provision number of the appropriate criterion (i.e., 1.a., 1.b., 2.a., 2.b., 2.c., or 3).

²²For Alternative Compliance at an offsite location in accordance with Provision C.3.e.i.(1), on a separate page, give a discussion of the alternative compliance site including the information specified in Provision C.3.b.v.(1)(m)(i) for the offsite project.

²³For Alternative Compliance by paying in-lieu fees in accordance with Provision C.3.e.i.(2), on a separate page, provide the information specified in Provision C.3.b.v.(1)(m)(ii) for the Regional Project.

²⁴Note whether a third party was used to certify the project design complies with Provision C.3.d.

²⁵If HM control is not required, state why not.

²⁶If HM control is required, state control method used (e.g., method to design and size device(s) or method(s) used to meet the HM Standard, and description of device(s) or method(s) used, such as detention basin(s), bioretention unit(s), regional detention basin, or in-stream control).

C.3.b.iv.(2) ► Regulated Projects Reporting Table (part 2) – Projects Approved During the Fiscal Year Reporting Period (public projects)

Project Name	Approval Date ²⁷	Date Construction Scheduled to Begin	Source Control Measures ²⁸	Site Design Measures ²⁹	Treatment Systems Approved ³⁰	Operation & Maintenance Responsibility Mechanism ³¹	Hydraulic Sizing Criteria ³²	Alternative Compliance Measures ^{33/34}	Alternative Certification ³⁵	HM Controls ^{36/37}
Public Projects										
None	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Comments: No public projects were approved in this period.										

²⁷For public projects, enter the plans and specifications approval date.

²⁸List source control measures approved for the project. Examples include: properly designed trash storage areas; storm drain stenciling or signage; efficient landscape irrigation systems; etc.

²⁹List site design measures approved for the project. Examples include: minimize impervious surfaces; conserve natural areas, including existing trees or other vegetation, and soils; construct sidewalks, walkways, and/or patios with permeable surfaces, etc.

³⁰List all approved stormwater treatment system(s) to be installed onsite or at a joint stormwater treatment facility (e.g., flow through planter, bioretention facility, infiltration basin, etc.).

³¹List the legal mechanism(s) (e.g., maintenance plan for O&M by public entity, etc...) that have been or will be used to assign responsibility for the maintenance of the post-construction stormwater treatment systems.

³²See Provision C.3.d.i. "Numeric Sizing Criteria for Stormwater Treatment Systems" for list of hydraulic sizing design criteria. Enter the corresponding provision number of the appropriate criterion (i.e., 1.a., 1.b., 2.a., 2.b., 2.c., or 3).

³³For Alternative Compliance at an offsite location in accordance with Provision C.3.e.i.(1), on a separate page, give a discussion of the alternative compliance site including the information specified in Provision C.3.b.v.(1)(m)(i) for the offsite project.

³⁴For Alternative Compliance by paying in-lieu fees in accordance with Provision C.3.e.i.(2), on a separate page, provide the information specified in Provision C.3.b.v.(1)(m)(ii) for the Regional Project.

³⁵Note whether a third party was used to certify the project design complies with Provision C.3.d.

³⁶If HM control is not required, state why not.

³⁷If HM control is required, state control method used (e.g., method to design and size device(s) or method(s) used to meet the HM Standard, and description of device(s) or method(s) used, such as detention basin(s), bioretention unit(s), regional detention basin, or in-stream control).

C.3.h.v.(2) ► Table of Newly Installed³⁸ Stormwater Treatment Systems and Hydromodification Management (HM) Controls (Optional)

Fill in table below or attach your own table including the same information.

Name of Facility	Address of Facility	Party Responsible ³⁹ For Maintenance	Type of Treatment/HM Control(s)
None	N/A	N/A	N/A

³⁸ "Newly Installed" includes those facilities for which the final installation inspection was performed during this reporting year.

³⁹ State the responsible operator for installed stormwater treatment systems and HM controls.

C.3.e.v. ► Special Projects Reporting Table												
Reporting Period – July 1 2016 - June 30, 2017												
Project Name & No.	Permittee	Address	Application Submittal Date ⁴⁰	Status ⁴¹	Description ⁴²	Site Total Acreage	Gross Density DU/Acre	Density FAR	Special Project Category ⁴³	LID Treatment Reduction Credit Available ⁴⁴	List of LID Stormwater Treatment Systems ⁴⁵	List of Non-LID Stormwater Treatment Systems ⁴⁶
None	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A

⁴⁰Date that a planning application for the Special Project was submitted.

⁴¹ Indicate whether final discretionary approval is still pending or has been granted, and provide the date or version of the project plans upon which reporting is based.

⁴²Type of project (commercial, mixed-use, residential), number of floors, number of units, type of parking, and other relevant information.

⁴³ For each applicable Special Project Category, list the specific criteria applied to determine applicability. For each non-applicable Special Project Category, indicate n/a.

⁴⁴For each applicable Special Project Category, state the maximum total LID Treatment Reduction Credit available. For Category C Special Projects also list the individual Location, Density, and Minimized Surface Parking Credits available.

⁴⁵: List all LID stormwater treatment systems proposed. For each type, indicate the percentage of the total amount of runoff identified in Provision C.3.d. for the Special Project's drainage area.

⁴⁶List all non-LID stormwater treatment systems proposed. For each type of non-LID treatment system, indicate: (1) the percentage of the total amount of runoff identified in Provision C.3.d. for the Special Project's drainage area, and (2) whether the treatment system either meets minimum design criteria published by a government agency or received certification issued by a government agency, and reference the applicable criteria or certification.

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C.3 – New Development and Redevelopment

Special Projects Narrative
None to report.

C.3.j.ii.(2) ► Table A - Public Projects Reviewed for Green Infrastructure

Project Name and Location ⁴⁷	Project Description	Status ⁴⁸	GI Included? ⁴⁹	Description of GI Measures Considered and/or Proposed or Why GI is Impracticable to Implement ⁵⁰
Monterey Pine Vegetation Management - Brisbane Acres	Vegetation Management for Brisbane Acres - Monterey Pines (at Harold Rd.)	Complete	No	Impracticable – Maintenance Operation
Eucalyptus Removal	Eucalyptus Removal	Complete	No	Impracticable – Maintenance Operation
Firth Canyon Restoration	Firth Canyon Restoration	Restoration Work Complete, Contractor to plant in winter	No	Impracticable – Natural Habitat Restoration
Brisbane Acres Land Purchase - Brisbane Acres	Purchase of Open Space	Funded in case of Acres property becoming available	No	Impracticable – Land purchasing to set aside as natural area.
Guadalupe Valley Trail Initiative - Guadalupe Valley	Habitat Restoration	Ongoing	No	Impracticable – Natural Habitat Restoration
Village Charging Station - Brisbane Village	Electric Vehicle Charging Station Installation	Design complete	No	Impracticable – Design Complete
Visitacion Ave. Tree Pruning – Visitacion Ave.	Visitacion Tree Pruning	Complete	No	Impracticable – Maintenance Operation
San Bruno Ave. Retaining wall replacement – San	Replace failing retaining wall on San Bruno Ave. near	Delayed by SFPUC	No	Impracticable – No area to allow for GI

⁴⁷ List each public project that is going through your agency’s process for identifying projects with green infrastructure potential.
⁴⁸ Indicate status of project, such as: beginning design, under design (or X% design), projected completion date, completed final design date, etc.
⁴⁹ Enter “Yes” if project will include GI measures, “No” if GI measures are impracticable to implement, or “TBD” if this has not yet been determined.
⁵⁰ Provide a summary of how each public infrastructure project with green infrastructure potential will include green infrastructure measures to the maximum extent practicable during the permit term. If review of the project indicates that implementation of green infrastructure measures is not practicable, provide the reasons why green infrastructure measures are impracticable to implement.

Bruno Ave	McLain Ave.			
Retroreflectivity signs - All of City	Retroreflectivity sign replacement	Complete	No	Impracticable – Maintenance Operation
Safe Pedestrian Routes to Schools Project	Safe Pedestrian Routes to Schools Project	Design complete	TBD	The City is applying for the C/CAG Safe Routes to School/Green Streets Grant with this project.
Traffic signal loop detector installation - Locations not finalized	Traffic signal loop detector installation	Finalizing Locations	No	Impracticable – Maintenance Operation
Mixing Basin Sedimentation Removal	Supplemental Storm Drain cleaning	Initial Planning	No	Impracticable – Maintenance Operation
Backup Generator Update - City Hall	Connect City Hall servers and phones to backup generator	Awaiting Contractor	No	Impracticable – Minor interior facility upgrade
Dish Washer Install - City Hall	City Hall dishwasher and plateware	Complete	No	Impracticable – Complete
Facility Assessment report, Plumbing - All City Facilities	Facility Assessment report - Plumbing	Complete	No	Impracticable – Complete
Resurface basketball courts - Park Lane Courts	Resurface basketball courts	Work to be completed FY 17/18	No	Impracticable – Maintenance Operation
Water Master Plan	Revise City Water Master Plan	Complete	No	Impracticable – Complete
Replace Water Main VB/Lid - SPP/Marina Blvd Sewer Master Plan	Replace Water Main Vault Lid Revise Sewer Master Plan	Complete	No	Impracticable – Maintenance Operation
Sewer Master Plan	Revise Sewer Master Plan	Complete	No	Impracticable – Complete
Trash Capture Device Install	Install storm drain trash	To Be Completed	No	Impracticable – Outlet screens

- Varied	capture devices	FY17/18		
VDLS Crane Refurbishment/Structure Recoating - Valley Drive Lift Station	VDLS Crane Refurbishment/Structure Recoating	Complete	No	Impracticable – Maintenance Operation
VDLS Grinder Cutters/Screen Replacement - Valley Drive Lift Station	VDLS Grinder Cutters/Screen Replacement	Complete	No	Impracticable – Maintenance Operation
Repaint Marina Dock Entryways - Marina	"bump" to allow painting dock entryways	Awaiting Contractor	No	Impracticable – Maintenance Operation
Marina dock Maintenance Project - Marina	Dock Maintenance Project	Complete	No	Impracticable – Maintenance Operation
Marina Repair Public Restrooms - Marina	Repair Public Restrooms	Complete	No	Impracticable – Maintenance Operation
Marina Additional Security Cameras - Marina	Additional Security Cameras	Awaiting Contractor	No	Impracticable – IT upgrade
City Hall PV RFQ - design - City Hall	City Hall PV RFQ - design	Complete	No	Impracticable – Complete
Bicycle/Pedestrian Master Plan	Bicycle/Pedestrian Master Plan	Complete	No	Impracticable – Complete
New Brisbane Library Design - Visitacion Ave.	New Brisbane Library Design	70% Design	Yes	The will be a regulated project. We included it here as it has not been approved for construction.
Ice House Hill Slope Repair Bayshore Blvd.	Ice House Hill Slope Repair	Complete	No	Impracticable – Maintenance Operation
Marina Dredging - Marina	Marina Dredging	Complete	No	Impracticable – Maintenance Operation
PRV and Fire Main construction - Upper	PRV and Fire Main construction	95% Design	No	Impracticable – Maintenance Operation

Brisbane				
SCADA System Replacement - All Utility Facilities	SCADA System Replacement	Beginning Design	No	Impracticable – IT Upgrade
Glen Park Pump Station Upgrade - Glen Park Water Pump Station	Glen Park PS upgrade	Design not Begun	No	Impracticable – No area to allow for GI
Crocker Trail Commuter Connectivity Upgrades - Corcker Park Trail	Crocker Trail Commuter Connectivity Upgrades	Design Began - Grant Funded	No	Impracticable – Grant funded project that does not cover GI
Guadalupe Channel Erosion Control - Guadalupe Channel	Guadalupe Channel Erosion Control	Design Began	No	Impracticable – Maintenance Operation
Cold-in-Place Recycling - Bayshore Blvd.	Road Paving Cold-in-Place Recycling	Complete	No	Impracticable – Maintenance Operation
Recovery/Cost Tracking Training - City Hall	Recovery/Cost Tracking training	Complete	No	Impracticable – Complete
Vehicle Replacement Program	Fleet Maintenance: Replace old vehicles	On-going	No	Impracticable – No potential for GI
Park Side Plan -Brisbane Entry	Rezone and restructure entryway to Brisbane	Draft Plan Complete	TBD	This Plan will include projects that will be C.3 regulated. We included it here as it is not yet adopted.

C.3.j.ii.(2) ► Table B - Planned and/or Completed Green Infrastructure Projects

Project Name and Location ⁵¹	Project Description	Planning or Implementation Status	Green Infrastructure Measures Included
City Hall Sign Area Landscape Replacement	Removal of sodded area and installation on vegetated swale to mirror existing landscape on Northern side of property	Complete	The new vegetated swale now treats the rain runoff from the North East corner of the building's roof and landscaped area.

⁵¹ List each planned (and expected to be funded) public and private green infrastructure project that is not also a Regulated Project as defined in Provision C.3.b.ii. Note that funding for green infrastructure components may be anticipated but is not guaranteed to be available or sufficient.

Section 4 – Provision C.4 Industrial and Commercial Site Controls

Program Highlights and Evaluation

Highlight/summarize activities for reporting year:

Summary:

The City maintains a Memorandum of Agreement with San Mateo County for inspection of certain businesses; the Agreement will expire on 12/31/17. City is expecting to take over all County managed stormwater inspections at that time.

A significant revision of our Business Inspection Plan and Enforcement Response Plan was completed in July of 2017, with copies forwarded to RWQCB July 27, 2017. The Stormwater Manager participated in the SMCWPPP BIP/ERP update meeting on April 25, 2017.

See Attachment 4-1 "Business Inspection Plan"

See Attachment 4-2 "Enforcement Response Plan"

Public Works staff participates in the Commercial, Industrial and Illicit Discharge (CII) Subcommittee.

City and County inspectors conducted 134 inspections, at 122 businesses, issuing 5 verbal warnings, 2 warning notices and 2 notice of violation.

In response to the Regional Water Board's January 30, 2017 C.4 and C.5 Compliance Letter the City responded to the April 28, 2017 response letter and updated our BIP/ERP. The City has maintained and annually updated a separate but crosschecked Facility Inspection List for many years now.

In May of 2017 the City received a NOV from the Regional Water Board for our C.4, C.5 and C.6 programs. As required in the letter the City has updated its BIP/ERP to include the required elements and meet all other required action as described in the July 27, 2017 response letter.

Refer to the C.4 Industrial and Commercial Site Controls section of the SMCWPPP FY 16-17 Annual Report for a description of Program activities.

C.4.b.iii. ► Potential Facilities List

List below or attach your list of industrial and commercial facilities in your Inspection Plan to inspect that could reasonably be considered to cause or contribute to pollution of stormwater runoff.

Brisbane - Industrial and Commercial Facilities Requiring Inspection

Total Number of Inspections - 167

Business Name	Street Number	Street Name
8000 Marina Blvd	8000	Marina Blvd
AAA Windows	312	Industrial Way
ARTHURS JOHNNY L	350	ALVARADO STREET
ATLANTIS TOWING INC	312	INDUSTRIAL WAY
ATP	101	South Hill Dr.
BAKERS OF PARIS INC	99	PARK LN
BEBE	400	VALLEY DR
BEST BEVERAGE CATERING	485	VALLEY DRIVE
Birch & Tailor	25	Industrial Way
Bolt Motorbikes	100	North Hill Dr. #23
BREHMER CYNTHIA	126	ALVARADO ST
Brisbane Brewing Co.	362	Industrial Way
Brisbane Fire Department	3445	Bayshore Blvd.
Brisbane Public Library	250	Visitacion Ave.
BRISBANE SENIOR HOUSING INC	8	VISITACION AVENUE
CBF Electrical	100	North Hill Dr. #1&2
DANCE BIOPHARM INC	150	NORTH HILL 24
DCT VALLEY DRIVE CA LP		PARK LN VALLEY DR OLD COUNTY RD CYPRESS

DEL MONTE CAPITAL MEAT COMPANY LLC	145	SOUTH HILL DRIVE
DEMARCOS PROPERTIES	44	VISITACION AVENUE
DIAMOND MARINA LLC	2000	SIERRA PT PKWY STE 100
DSM	400	Industrial Way
ELECTRIC SAN FRANCISCO DIESEL	374	INDUSTRIAL WAY
EQUILON ENTERPRISES LLC	950	TUNNEL AVE
ERIDAN PRINTING INC	337	VISITATION AVENUE
ESCAJADILLO HERMAN M	200	VALLEY DR 42
Evra Construction Inc	100	North Hill Dr. #45
FELIX LIGHTING CORPORATION	483	VALLEY DRIVE
Fighting Walrus	366	Industrial Way
FLORIAN INDUSTRIES INC	151	INDUSTRIAL WAY
Flyers Transpertation DBA Gulf Transport	980	Tunnel Ave.
Furniture Fabrication	100	North Hill Dr. # 37B
Gallagher Construction	40	Industrial Way
Gander & White Shipping	480	Valley Dr.
General Bioscience	100	North Hill Dr. #14
Geniali	100	North Hill #38
George Salet Plumbing	200	Valley Dr. #51
Global Trade Logistics	100	North Hill Dr. #8
GOTELLI PLUMBING	200	VALLEY DR 38
GREENLEAF	453	VALLEY DRIVE
GreenLee Associates	284	Visitacion Ave.
Harman Management	150	North Hill Dr. #10
Hensley Event Resources	180	West Hill Pl.
HOLIDAY CHARTERS INC		BERTH 10854 BRISBANE MARINA
Hol-N-Jam Enterprises	350 B	Industrial Way
Industrial Pipe and Plant Solutions	11B	Industrial Way
JAGUAR LAND ROVER NO AMER LLC	422	VALLEY DR

James Guo	100	North Hill Dr. #32
JERICO PROJECT	470	VALLEY DR
KABASH CARMEL	708	HUMBOLDT RD
KIZAN INTERNATIONAL INC	100	WEST HILL DR
Kon Electric Corporation	100	North Hil Dr. #46
KTSF	100	Valley Dr.
Kuehne + Nagel Inc.	150	West Hill Pl.
KWW KITCHEN CABINETS & BATH	3832	BAYSHORE BLVD
Leemah Electronics INC	155	South Hill Dr.
Lettieri & CO LTD	120	Park Ln.
LINCOLN BROADCASTING CO	100	VALLEY DR
LORAL LANDSCAPING INC	100	NORTH HILL DR 19
LOW BENJAMIN	320	VALLEY DRIVE
Mangiare	1000	Marina Blvd. #108
Mangiare	200	Sierra Point Parkway #103
Mission Blue Center	475	Mission Blue Dr.
MJC INTERNATIONAL GROUP LLC	25	PARK PLACE
MV Transit Offices	575	Tunnel Ave.
NAJJARIAN GROUP	340	INDUSTRIAL WAY
Nava Insurance	150	north Hill #2
NG (Nutra Group)	200	INDUSTRIAL WAY
NORTHERN TREES TREE SERVICE INC	11	INDUSTRIAL WAY
NORTHHILL PROPERTY GROUP INC	100	NORTH HILL ROAD #25
PACIFIC GOURMET INC	380	VALLEY DR
PAGE ONE AUTOMOTIVE	211	SOUTH HILL DR SUITES A B C D E F
Park Point Condominiums	1	San Bruno Ave.
PG&E Station H	3150	Geneva Ave.
PG&E Substation	2850	Bayshore Blvd
PHILLIPS 66 COMPANY	950	TUNNEL AVENUE

PITCO FOODS	385	VALLEY DR
PITNEY BOWES PRESORT SVCS INC	125	VALLEY DR
PLASTIC PRINTING PROFESSIONALS	151	PARK LANE
PRESS FOCUS	200	VALLEY DR 16
Primier Financial Alliance	8000	Marina Blvd. #100
Pronai Therapeutics	1000	Marina Blvd. #450
Prop House	80	Industrial Way
Prop Shop	296	Industrial Way
Raptor Pharmaceuticals	2000	Sierra Point Parkway 4th Floor
Room & Board INC	450	Valley Dr.
ROSEMARY HENSON	34	Visitacion Ave.
SAAD ROLAND	130	INDUSTRIAL WAS
SALGADO D M	91	PARK LN
SAN FRANCISCO BASEBALL CLUB LLC	500	VALLEY DRIVE
SEE'S CANDIES INC	430	Valley Dr.
SF Plumbing	200	Valley Dr #3&4
SHENG KEE OF CALIFORNIA INC	201	SOUTH HILL DR
SILVERADO HOSPICE BAY AREA	1000	MARINA BLVD STE 200
Stables	402	Industrial Way
Stack Hardwood Floor Company	200	Valley Dr. #7
Stellar Plumbing	23	San Bruno Ave.
SUBURBAN PROPANE	3994	BAYSHORE BLVD
Sunquest Baylands Soil Processing	5A	Beatty Rd.
Super Laundermat & Dry Cleaning	174	Old County Rd.
THOMPSON KAREN	200	VALLEY DRIVE SUITE 45
Towne Air Freight	427	Valley Dr.
UNITED NGS LTD PARTNERSHIP	100	OLD COUNTY RD SUITE 100C
Vector Marketing	150	North Hill #30
VIEUX VINS INC	280	VALLEY DRIVE

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C.4 – Industrial and Commercial Site Controls

WILLIAMS SONOMA INC	435	VALLEY DR
WISMETTAC ASIAN FOODS	340	VALLEY DR
XU MIAO	160	OLD COUNTY RD
Ultragenyx	5000	Marina Blvd. #100-300
Viewpoint Rec/Spa	201	Mission Blue Dr.
You Technology	115	Park Ln.
ALLERGEN	8000	MARINA BLVD #300
ALTA MOTORS	185	VALLEY DR
ARGENT EVENT PRODUCTION LLC	60	INDUSTRIAL WY
BAY MEDICAL CO INC	460	VALLEY DR
BRIGHT EVENT RENTALS	145	PARK LANE
BRISBANE HARDWARE & SUPPLY INC	1	VISITACION AVE
Ebay	8000	MARINA BLVD #500
INTERGRATED RESOURCES	275	VALLEY DR
AT&T Mobility	355	Valley Dr.
ARTHUR'S PLUMBING	350	ALVARADO ST
BAKERY VENTURE GROUP INC	200	VALLEY DR #23
Brisbane Elementary School	500	San Bruno Ave.
CHRISTOPHER WELLS CONSTR INC	100	NORTH HILL DR #20
CITY HOUSE CLEANING	71	THOMAS AVENUE #1
LANA FLOOR COVERING	100	NORTH HILL DR #7
Lyon Medical Construction	100	North Hill Dr. #52
M&S CENTRAL WAREHOUSE	170	WEST HILL PL
Mission Glass Company	200	Valley Dr. #17
NEW TIME GARMENT MFG INC	165	VALLEY DR
RS RANDALL & CO	100	NORTH HILL DR #49
SERVPRO OF THE SUNSET	200	VALLEY DR #50
SF Chronicle Brisbane Distribution Center	240	Valley Dr.
STAGE II DESIGN & PRODUCTION	60	INDUSTRIAL WAY

X PEST INC	100	NORTH HILL DR #40
ADT Security System	150	North Hill #3-9
Altamar Rec & Spa	100	Callipe Ct.
BK Nutrients Inc.	200	Vallet Dr. #47
Blanchards Sheet Metal	100	North Hill Dr. #9
Gil Construction	200	Valley Dr.
Jackie Movers	100	North Hill Dr. #33
Jonie Uniforms	100	North Hill Dr. #27
KA Interiors	200	Valley Dr. #54
Katherine Loh Graphic Design	200	Valley Dr. #8
Kitech Security Systems Inc.	200	Valley Dr. #10
Lee's Appliance Inc.	100	North Hill Dr. #41
Mak Motors	200	Valley Dr. #24
Mandeville Garden Co.	200	Valley Dr. #46
Mark Harrington Glassware	200	Valley Dr. #33
Mode Media Corp	2000	Sierra Point Pkwy. #1100
MT Electric	765	Humboldt Rd.
NBC Stationary	200	Valley Dr. #1
Our Lady of Guadalupe Catholic Church	285	Alverado
Pit Stop Storage	350	Industrial Way
Precision Tile and Granite Inc.	200	Valley Dr. #6
Prime Cut Construction	100	North Hill Dr. #37
Pro Design Builders	200	Valley Dr. #43
Ring of Fire Boxing Club	180	Industrial Way
SF Baptist Church	298	San Bruno Ave.
Sierra Point Yacht Club	500	Sierra Point Pwky.
Stephen Murphy Construction	62	Tulare St.
Tree Lovers Floors	100	North Hill Dr. #3-4
Wayne Hendryx	274-278	Visitacion Ave.

CENTRIC CONSTRUCTION INC	165	VALLEY DRIVE
SERVICE XD ESPRESSO	100	NORTH HILL DR 18
SL CONSTRUCTION INC	100	NORTH HILL DR 22
SPEED METAL V TWIN INC	264	MENDOCINO ST

County - Industrial and Commercial Facilities Requiring Inspection

Total Number of Inspections - 107

Business Name	Street Number	Street Name
2000 SIERRA POINT PARKWAY LLC	2000	SIERRA POINT
8000 MARINA BLVD	8000	MARINA
A R GROTH CO., INC	200	VALLEY
ACME SCENERY CO	100	INDUSTRIAL
ALLIED ROPES COMPANY	171	INDUSTRIAL
AMERICAN TOWERS - SAN BRUNO T1, T2, CA - SITE #8242, 8243	300	RADIO
AMERICAN TOWERS - SAN BRUNO T3, CA - SITE #8244	350	RADIO
AMERICAN TOWERS - SAN BRUNO T4, T5, CA - SITE #8245, #8246	375	RADIO
AMERICAN TOWERS - SAN BRUNO T6, CA - SITE #8247	500	Radio
AMERICAN TOWERS - SAN BRUNO T8, T9, CA - SITE #8249, #8250	600-700	Radio
AT&T California -CAM131	355	VALLEY
AXEL ISACKSON FLOOR CO	100	HILL
BAY AREA LINENS AND VALET SERVICES INC	100	CYPRESS
BAYPORTER EXPRESS INC	27	INDUSTRIAL
BAYSHORE SANITARY DISTRICT	36	INDUSTRIAL
BEBE STORES, INC	400	VALLEY
BIRITE FOODSERVICE	123	HILL
BRISBANE CHIROPRACTIC	101	VISITATION
BRISBANE COMMUNITY CENTER	250	VISITACION

BRISBANE COMMUNITY POOL	2	SOLANO
BRISBANE CORPORATION YARD	1020	TUNNEL
BRISBANE INN	50	VISITACION
BRISBANE MARINA	400	SIERRA POINT
BRISBANE POLICE DEPARTMENT	50	PARK
BRISBANE RECYCLING CO INC	5	BEATTY
BRISBANE SCHOOL DIST	500	SAN BRUNO
CAREDX INC	3260	BAYSHORE
CHESTNUT AUTOMOTIVE BRAKE/ALIGNMENT	160	CHESTNUT
CHRISTYS DONUT	138	OLD COUNTY
COOL SOLUTIONS MANUFACTURING INC	178	HILL
CUTERA	3240	BAYSHORE
DAISY TAQUERIA	142	OLD COUNTY
DAVEY TREE EXPERT CO	131	INDUSTRIAL
DHL GLOBAL FORWARDING	99	HILL
DOCUMENT SECURITY SYSTEMS	151	PARK
DOLBY LABORATORIES	175	HILL
DOUBLETREE HOTEL SAN FRANCISCO AIRPORT NORTH	5000	SIERRA POINT
EVANS BROTHERS	1	OLD QUARRY
EXPEDITORS INTERNATIONAL	425	VALLEY
F W SPENCER MECHANICAL CONTRACTORS	99	HILL
FONG BROS PRINTING INC	320	VALLEY
FORWARD AIR, INC	427	VALLEY
FRATERNAL ORDER OF EAGLES	185	VISITACION
FRITO LAY INC	499	VALLEY
FRITO LAY INC		
GENERAL BIOSCIENCE	100	HILL
GENERATORS UNLIMITED	285	INDUSTRIAL
GLEN PARK BOOSTER PUMP STATION	940	HUMBOLDT

GOLDEN ASTER BOOSTER PUMP STATION	50	GOLDEN ASTER
GOLDEN STATE LUMBER	601	TUNNEL
HARPOON THERAPEUTICS	3260	BAYSHORE
HOMWOOD SUITES BY HILTON-BRISBANE	2000	SHORELINE
INTERNATIONAL FOOD VENTURES LLC	8000	MARINA
INTERNATIONAL FOOD VENTURES LLC	2000	SIERRA POINT
J & B DELIVERY SERVICE	250	INDUSTRIAL
J STYLE AT HOME	3890	BAYSHORE
JULIES BRISBANE LIQUOR & DELI	45	VISITACION
KJ WOODS CONSTRUCTION	88	HILL
KNTV TELEVISION INC	900	Radio
L & D TRUCK REPAIR	374	INDUSTRIAL
L AND D BISTRO CATERING	110	OLD COUNTY
LAKE ST BOOSTER PUMP STATION	75	GLEN
LAVA	182	OLD COUNTY
LAZZARI FUEL COMPANY	11	INDUSTRIAL
LE GOURMET	150	HILL
LINCOLN BROADCASTING / KTSF	100	VALLEY
LIPMAN MIDDLE SCHOOL	1	SOLANO
LUCKY HOUSE RESTAURANT	148	VISITACION
MACHINERY & EQUIPMENT CO	3401	BAYSHORE
MADHOUSE COFFEE	400	VISITACION
MAMA MIA PIZZA	35	VISITACION
MANGIARE	1000	MARINA
MECHANO GARAGE	130	INDUSTRIAL
MELISSAS TAQUERIA	160	VISITACION
MIDTOWN MARKET	249	VISITACION
MK PIPELINES INC	3708	BAYSHORE
N O D AUTO SERVICE	130	INDUSTRIAL

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C.4 – Industrial and Commercial Site Controls

NANA KITCHEN	301	VISITACION
NESTLE WATERS NORTH AMERICA	246	VALLEY
NORTH HILL BOOSTER PUMP STATION	80	NORTH HILL
P & F DISTRIBUTORS	511	Tunnel
PIT STOP AUTOMOTIVE	340	INDUSTRIAL
PREFERRED MEAL SYSTEMS, INC	211	HILL
Recology San Francisco	501	TUNNEL
RECOLOGY SUNSET SCAVENGER		TUNNEL & BEATTY RD
SAIGON BBQ	140	OLD COUNTY
SEVEN MILE HOUSE SPORTS BAR & GRILL	2800	BAYSHORE
SFPP, LP	950	TUNNEL
SMART PRINTING	200	VALLEY
Sprint Brisbane Switch	1	HILL
STAR BOX FOOD	33	VISITACION
STATUE FACTORY, LLC	10	INDUSTRIAL
SUBWAY	150	OLD COUNTY
SUNSET GARAGE, INC	150	INDUSTRIAL
SUPERTECH AUTOBODY	370	INDUSTRIAL
TERIYAKI HOUSE	114	OLD COUNTY
THE BURROW	109	VISITACION
TIGERS AUTO BODY & PAINT	23	INDUSTRIAL
TRANSDEV	290	INDUSTRIAL
TREE LOVERS FLOOR INC	100	NORTH HILL
TRIMARK	325	VALLEY
UNIPART LOGISTICS	422	VALLEY
V & A AUTO REPAIR STATION	2800	BAYSHORE
VWR INTERNATIONAL, INC.	3745	BAYSHORE
W2 SYSTEMS	304	INDUSTRIAL
WILLIAMS SONOMA	435	VALLEY

ZARC RECYCLING	115	PARK
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C.4.d.iii.(2)(a) & (c) ► Facility Inspections

Fill out the following table or attach a summary of the following information. Indicate your reporting methodology below.

Permittee reports multiple discrete potential and actual discharges as one enforcement action.

Permittee reports the total number of discrete potential and actual discharges on each site.

	Number	Percent
Total number of inspections conducted by City (C.4.d.iii.(2)(a))	57	
Total number of inspections conducted by County (C.4.d.iii.(2)(a))	77	
Number of enforcement actions or discreet number of potential and actual discharges by City	4	
Number of enforcement actions or discreet number of potential and actual discharges by County	5	
Violations Enforcement actions or discreet number of potential and actual discharges resolved within 10 working days or otherwise deemed resolved in a longer but still timely manner (C.4.d.iii.(2)(c)) by City	2	50%
Violations Enforcement actions or discreet number of potential and actual discharges resolved within 10 working days or otherwise deemed resolved in a longer but still timely manner (C.4.d.iii.(2)(c)) by County	2	40%

Comments:

William Sonoma Inc. violation was resolved in 33 business days. While the 10 day period was not met, follow up inspections were routinely conducted within 10 days and deemed resolved in a longer, but still timely manner, based on available resources. City conducted inspection.

Pitco Foods violation was resolved in 30 business days. While the 10 day period was not met, follow up inspections were routinely conducted within 10 days and deemed resolved in a longer, but still timely manner, based on available resources. City conducted inspection.

FRITO LAY Inc. violation was resolved in 18 business days. While the 10 day period was not met, follow up inspections were routinely conducted within 10 days and deemed resolved in a longer, but still timely manner, based on available resources. County conducted inspection.

GOLDEN STATE LUMBER violation was resolved in 18 business days. While the 10 day period was not met, follow up inspections were routinely conducted within 10 days and deemed resolved in a longer, but still timely manner, based on available resources. County conducted inspection.

FRITO LAY Inc. violation was resolved in 33 business days. While the 10 day period was not met, based on available resources. Data management challenges, including tracking and reporting have caused some reinspections performed by our contractor (San Mateo County Environmental Health) to require more time. However, while taking longer than the required 10 business days, these facilities were reinspected and documented to return to compliance. County conducted inspection.

C.4.d.iii.(2)(b) ► Frequency and Type of Enforcement Conducted

Fill out the following table or attach a summary of the following information.

	Enforcement Action (as listed in ERP) ⁵²	Number of Enforcement Actions Taken
Level 0	Verbal Warning	5 total - 2 City, 3 County
Level 1	Warning Notice	1 total - County
Level 2	Notice of Violation	3 total - 2 City, 1 County
Level 3	Administrative Citation/Notice to Comply	0
Level 4	Administrative Compliance Order	0
Total		9

C.4.d.iii.(2)(d) ► Frequency of Potential and Actual Non-stormwater Discharges by Business Category

Fill out the following table or attach a summary of the following information.

Business Category⁵³	Number of Actual Discharges	Number of Potential Discharges
Haz Mat	0	2
Food	0	2
Non-Haz Mat, non-food	1	4

C.4.d.iii.(2)(e) ► Non-Filers

List below or attach a list of the facilities required to have coverage under the Industrial General Permit but have not filed for coverage:

In this reporting period no facilities have been identified as requiring Industrial Permit coverage that have not filed for coverage.

⁵²Agencies to list specific enforcement actions as defined in their ERPs.

⁵³List your Program's standard business categories.

C.4.e.iii. ► Staff Training Summary						
Training Name	Training Dates	Topics Covered	No. of Industrial/ Commercial Site Inspectors in Attendance	Percent of Industrial/ Commercial Site Inspectors in Attendance	No. of IDDE Inspectors in Attendance	Percent of IDDE Inspectors in Attendance
Commercial and Industrial Inspections and Illicit Discharge (Complaint) Investigations	1/12/2017	1. Introduction from the Office of Sustainability 2. Municipal Regional Permit (MRP) Changes 3. Regional Board NOV 4. Business Inspection Plan Training Requirements 5. Enforcement Response Plan Training Requirements 6. Changes to the Inspection Report 7. Inspector Questions	29	94%	29	94%
Reissued MRP: What do CEH Inspectors need to know	1/12/2017	See above	29	94%	29	94%
One-on-one Stormwater Training	3/1/2017	Utilization of field-based software, MRP requirements, Inspection basics	1	3%	1	3%
One-on-one Stormwater Training	5/9/2017	Utilization of field-based software, MRP requirements, Inspection basics	1	3%	1	3%
One-on-one Stormwater Training	5/31/2017	Utilization of field-based software, MRP requirements, Inspection basics	1	3%	1	3%
Comments: N/A						

Section 5 – Provision C.5 Illicit Discharge Detection and Elimination

Program Highlights and Evaluation

Highlight/summarize activities for reporting year:

Provide background information, highlights, trends, etc.

Summary:

The City developed an Illicit Discharge Strike Plan in FY 10-11 which was the basis for the past year's screening and rapid response to any detected/reported discharges in the channel feeding the Brisbane Lagoon via the Guadalupe Channel. While the City does not currently conduct regular collection system screening we do continue to use the Strike Plan to respond to illicit discharges.

City staff participates in the Countywide Program's Commercial, Industrial, and Illicit Discharge (CII subcommittee).

City staff participates in the BASMAA Municipal Operations Committee through SMCWPPP.

A significant revision of our Enforcement Response Plan was completed in July of 2017. The Stormwater Manager participated in the SMCWPPP BIP/ERP update meeting on April 25, 2017.

Refer to the C.5 Illicit Discharge Detection and Elimination section of the SMCWPPP FY 16-17 Annual Report for description of activities at the countywide or regional level.

C.5.c.iii. ► Complaint and Spill Response Phone Number

Summary of any changes made during FY 16-17:

No Change

C.5.d.iii.(1)-(3) ► Spill and Discharge Complaint Tracking

Spill and Discharge Complaint Tracking (fill out the following table or include an attachment of the following information)

	Number	Percentage
Discharges reported (C.5.d.iii.(1))	7	
Discharges reaching storm drains and/or receiving waters (C.5.d.iii.(2))	1	14%
Discharges resolved in a timely manner (C.5.d.iii.(3))	7	100%

Comments:

In the City there were 7 illicit discharges reported this FY with 1 reaching the storm drains. All have been resolved in a timely manner.

485 Valley Drive was not able to complete all terms of the NOV assessed last FY, as of 8/31/16 they are in compliance.

C.5.e.iii.(1) ► Control of Mobile Sources

(a) Provide your agency's minimum standards and BMPs for various types of mobile businesses (C.5.e.iii.(1)(a))

The City of Brisbane follows the minimum standards and BMPs described in the "Mobile Businesses - Best Management Practices" brochure developed by the SMCWPPP CII Subcommittee in in March 2015 for the following mobile business categories: automobile washers/detailers, power washers, carpet cleaners, steam cleaners, pet care services. The BMP brochure is included in the Program Annual Report.

(b) Provide your agency's enforcement strategy for mobile businesses (C.5.e.iii.(1)(b))

Illicit discharges originating from mobile businesses are generally identified through citizen reports or field staff observations. Complaints are referred to the City's Stormwater Program Manager for follow-up. The City strives to follow-up with all discharge complaints as soon as notified. Staff follows the City's Enforcement Response Plan when assessing an illicit discharge.

Enforcement actions stormwater inspectors may take are detailed in our Enforcement Response Plan (ERP). Due to the unique nature of mobile businesses it can be difficult to track enforcement of a single business across jurisdictions. The current strategy is for agencies to share information on mobile business enforcement actions with the SMCWPPP CII Subcommittee facilitator. The Subcommittee facilitator periodically updates the Mobile Business Enforcement Information table that resides on the members only section of the Program's website (flowstobay.org).

<p>(c) Provide a list and summary of the specific outreach events and education conducted by your agency to the different types of mobile businesses operating within your jurisdiction (C.5.e.iii.(1)(c))</p>	
<p>The Program developed a regional inventory of mobile businesses in the standard BMP categories listed in the “Mobile Businesses – Best Management Practices” brochure. The BMP brochure and a transmittal letter were mailed to the business. The Mobile Cleaner Businesses BMP brochure is posted on the SMCWPPP website and available at the Public Works counter inside Brisbane's City Hall. The CII Subcommittee also worked with the PIP Subcommittee to send outreach messages through social media. These activities are discussed in the SMCWPPP FY16-17 Annual Report.</p>	
<p>(d) Provide number of inspections conducted at mobile businesses and/or job sites in 2016-2017 (C.5.e.iii.(1)(d):</p>	<p>0</p>
<p>(e) Discuss enforcement actions taken against mobile businesses in 2016-2017 (C.5.e.iii.(1)(e))</p> <p>Enforcement actions are typically taken in response to a complaint or illicit discharge through our IDDE Program. Enforcement actions are tracked in the city's spill and discharge complaint tracking system required by MRP C.5.d.ii. This FY there were zero enforcement actions taken for mobile businesses.</p>	
<p>(f) List below or attach the list of mobile businesses operating within your agency's jurisdiction (C.5.e.iii.(1)(f))</p> <p>In FY16-17 the CII Subcommittee requested the Program compile a regional inventory of mobile businesses located in San Mateo County. The inventory was developed from individual city lists and internet searches of google, yelp and yellow pages. The inventory includes automotive washing, steam cleaning and carpet cleaning mobile businesses. The inventory will be periodically updated with mobile businesses stormwater inspectors observe during routine field activities. The inventory is available to all Co-permittees on the members only webpage of the SMCWPPP website. The inventory is included in the SMCWPPP FY16-17 Annual Report.</p>	
<p>(g) Provide a list and summary of the county-wide or regional activities conducted, including sharing of mobile business inventories, BMP requirements, enforcement action information, and education (C.5.e.iii.(1)(g))</p>	
<p>Refer to the C.5 Illicit Discharge Detection and Elimination section of the SMCWPPP FY 16-17 Annual Report for description of activities at the countywide or regional level</p>	

Section 6 – Provision C.6 Construction Site Controls

C.6.e.iii.(3)(a)-(d) ▶ Site/Inspection Totals			
Number of active Hillside Sites (sites disturbing < 1 acre of soil requiring storm water runoff quality inspection) (C.6.e.iii.(3)(a))	Number of High Priority Sites (sites disturbing < 1 acre of soil requiring storm water runoff quality inspection) (C.6.e.iii.(3)(c))	Number of sites disturbing ≥ 1 acre of soil (C.6.e.iii.(3)(b))	Total number of storm water runoff quality inspections conducted (include only Hillside Sites, High Priority Sites and sites disturbing 1 acre or more) (C.6.e.iii.(3)(d))
# 0	# 0	# 3	# 44
<p>Comments: The City has 2 sites that it deems high priority which also disturb > 1 acre; Brisbane Recycling and Baylands Soil Processing. The Soil Processing Facility is under a state Industrial Permit and the Baylands Soil Processing is a commercial facility that is more akin to a construction site with the primary concerns being erosion and sedimentation control. The City considers it a high priority site for purpose of construction site compliance site inspections and reports inspections under Provision C.6. When County Health performs a business inspection of the facility, it will be reported additionally under section C4. There is also 1 site with open building permits that was inspected and reflect in the reported numbers above. The site with open building/grading permits has seen no construction activity during this reporting period.</p>			

C.6.e.iii.(3)(e) ► Construction Related Storm Water Enforcement Actions

	Enforcement Action (as listed in ERP) ⁵⁴	Number Enforcement Actions Issued
Level 0 ⁵⁵	Verbal Warning	7
Level 1	Warning Notice "Written Warning"	0
Level 2	Notice of Violation	1
Level 3	Administrative Citation/Notice to Comply	0
Level 4	Administrative Compliance Order	0
Total		8

C.6.e.iii.(3)(f) ► Illicit Discharges

	Number
Number of illicit discharges, actual and those inferred through evidence at hillside sites, high priority sites and sites that disturb 1 acre or more of land (C.6.e.iii.(3)(f))	0

C.6.e.iii.(3)(g) ► Corrective Actions

Indicate your reporting methodology below.

- Permittee reports multiple discrete potential and actual discharges as one enforcement action.
- Permittee reports the total number of discrete potential and actual discharges on each site.

	Number
Enforcement actions or discrete potential and actual discharges fully corrected within 10 business days after violations are discovered or otherwise considered corrected in a timely period (C.6.e.iii.(3)(g)).	1
Total number of enforcement actions or discrete potential and actual discharges for the reporting year	1

Comments:

The City issued one Notice of Violation to Baylands Soil Processing. This NOV was issued for the business failing to follow their BMPs as listed in their SWPPP. This violation was corrected in 5 days and did not result in an illicit discharge.

⁵⁴Agencies should list the specific enforcement actions as defined in their ERPs.

⁵⁵For example, Enforcement Level 0 may be Verbal Warning.

C.6.e.iii.(4) ► Evaluation of Inspection Data

Describe your evaluation of the tracking data and data summaries and provide information on the evaluation results (e.g., data trends, typical BMP performance issues, comparisons to previous years, etc.).

Description:

An evaluation of the inspection data shows an increase in violations and potential violations, primarily verbal warnings. This is a trend that differs from last years as we saw a decrease in violations and potential violations. We will continue to work with the sites to mitigate the need for enforcement.

C.6.e.iii.(4) ► Evaluation of Inspection Program Effectiveness

Describe what appear to be your program's strengths and weaknesses, and identify needed improvements, including education and outreach.

Description:

The city implemented electronic inspection forms in FY 11-12 and continues to find that this procedure facilitates end of year reporting. The city's enforcement response plan (ERP) received a major revision July, 2017 to clarify guidance to inspection staff and to assist in taking consistent actions to achieve effective and timely compliance with the City of Brisbane's stormwater ordinance and other enforcement authorities allowed by the Brisbane Municipal Code (BMC).

Updated BMP plan sheets are made available on the city's website, at the Public Works counter, and in Grading Permit and Building Permit applications.

City staff attended the February 1, 2016 Stormwater Construction Site and C.3 Controls training.

City staff participates in the SMCWPPP New Development Subcommittee.

C.6.f.iii. ► Staff Training Summary

Training Name	Training Dates	Topics Covered	No. of Inspectors in Attendance
Construction Sites and C.3 Stormwater Controls	2/1/2017	C.6 implementation, C.3 post-construction stormwater treatment control inspections	1

Section 7 – Provision C.7. Public Information and Outreach

C.7.b.i.(1) ► Outreach Campaign

Summarize outreach campaign. Include details such as messages, creative developed, and outreach media used. The detailed outreach campaign report may be included as an attachment. If outreach campaign is being done by participation in a countywide or regional program, refer to the separate countywide or regional Annual Report.

Summary:

See Section 7 and Section 9 of the SMCWPPP FY 15-16 Annual Report for a description of activities conducted at Countywide level.

During the annual community festival known as "Day in The Park" the Public Works Department provides citizens with outreach material from San Mateo County Water Pollution Prevention Program and San Mateo County Environmental Health. We also use this event to highlight some of our MRP related programs. We display trash capture devices and use them to collect recycling. The City also advertises and participates in Spring Clean Up events known as 'Habitat Restoration Day' on June 24, 2017 and "Earth Day" on April 22, 2017 as well as Coastal Cleanup day on September 17, 2016. All events are advertised on the City's website, Facebook page, and the SMCWPPP website www.flowstobay.org. The City also participates in the Responsible Car Wash campaign to save water and prevent pollution by advertising ½ off coupons for participating car wash companies. This was also posted on the City's website.

C.7.c. ► Stormwater Pollution Prevention Education

No Change

C.7.d. ► Public Outreach and Citizen Involvement Events

Describe general approach to event selection. Provide a list of outreach materials and giveaways distributed.
 Use the following table for reporting and evaluating public outreach events

See the C.7 Public Outreach and Citizen Involvement Events section of SMCWPPP FY 16-17 Annual Report for a summary of activities.

Event Details	Description (messages, audience)	Evaluation of Effectiveness
Provide event name, date, and location. Indicate if event is local, countywide or regional. Indicate if event is public outreach or citizen involvement.	Identify type of event (e.g., school fair, creek clean-up, storm drain stenciling, farmers market etc.), type of audience (school children, gardeners, homeowners etc.) and outreach messages (e.g., Enviroscape presentation, pesticides, stormwater awareness)	Provide general staff feedback on the event (e.g., success at reaching a broad spectrum of the community, well attended, good opportunity to talk to gardeners etc.). Provide other details such as: <ul style="list-style-type: none"> • Success at reaching a broad spectrum of the community • Number of participants compared to previous years. • Post-event effectiveness assessment/evaluation results • Quantity/volume of materials cleaned up, and comparisons to previous efforts
Brisbane Coastal Cleanup Day (Lagoon Cleanup) – September 17, 2016 (see Public Information and Outreach section of the SMCWPPP FY 15-16 Annual Report for details)	Stormwater awareness and clean up directed at volunteers	Approximately 25 people volunteered and cleaned up 3460 gallons of trash; 8 gallons recyclable, 575 pounds of trash and 15 recycle pounds. Litter such as bottles, cans, papers, tissues, etc.) The event attendance is down from 45 attendees last year. Trash and recycling collected was also down from 3,622 gallons trash and 20 pounds recycling, hopefully this is attributed to the relocation on the Hot Spot Clean-up location and additional Trash Capture Devices.
San Mateo County Fair June 10-18, 2017 (see Public Information and Outreach section of the SMCWPPP FY 16-17 Annual Report for details)	County Fair; stormwater awareness, lead and oil, toxic disposal	See the C.7 Public Outreach and Citizen Involvement Events section of SMCWPPP FY 16-17 Annual Report for a summary of activities.

<p>Earth Day: Habitat Restoration Day – June 24, 2017</p>	<p>Stormwater awareness and clean up. Drought tolerant and native plant educational event directed at volunteers</p>	<p>Approximately 45 people volunteered to help fill 1 debris box with invasive plants and trash (bottles, paper). Educational materials were distributed about drought tolerant native plants. Event attendance increased by 9 attendees this year, from the 34 attendees last year. Overall invasive plants and trash collected was the same.</p>
<p>Habitat Restoration Day – June 24, 2017</p>	<p>Invasive Plant remove and native plant educational event directed at volunteers</p>	<p>Approximately 25 people volunteered to help fill 1 debris box with invasive plants and trash (bottles, paper). Educational materials were distributed about drought tolerant native plants. The attendance at this event staid the same at 25 attendees but the total volume of invasive plants and trash collected increased from 2/3 of a debris box to 1 full debris box.</p>

C.7.e. ► Watershed Stewardship Collaborative Efforts

Summarize watershed stewardship collaborative efforts and/or refer to a regional report that provides details. Describe the level of effort and support given (e.g., funding only, active participation etc.). State efforts undertaken and the results of these efforts. If this activity is done regionally refer to a regional report.

Evaluate effectiveness by describing the following:

- Efforts undertaken
- Major accomplishments

Summary:

See the C.7 Watershed Stewardship Collaborative Efforts section of SMCWPPP FY 16-17 Annual Report for a summary of activities.

C.7.f. ► School-Age Children Outreach

Summarize school-age children outreach programs implemented. A detailed report may be included as an attachment. Use the following table for reporting school-age children outreach efforts.

See the C.7 Watershed Stewardship Collaborative Efforts section of SMCWPPP FY 16-17 Annual Report for a summary of activities.

Program Details	Focus & Short Description	Number of Students/Teachers reached	Evaluation of Effectiveness
Provide the following information: Name Grade or level (elementary/ middle/ high) N/A	Brief description, messages, methods of outreach used N/A	Provide number or participants N/A	Provide agency staff feedback. Report any other evaluation methods used (quiz, teacher feedback etc.). Attach evaluation summary if applicable. N/A

Section 9 – Provision C.9 Pesticides Toxicity Controls

C.9.a. ► Implement IPM Policy or Ordinance									
Is your municipality implementing its IPM Policy/Ordinance and Standard Operating Procedures?						<input checked="" type="checkbox"/> X	Yes	<input type="checkbox"/>	No
If no, explain:									
Report implementation of IPM BMPs by showing trends in quantities and types of pesticides used, and suggest reasons for increases in use of pesticides that threaten water quality, specifically organophosphates, pyrethroids, carbamates fipronil, indoxacarb, diuron, and diamides. A separate report can be attached as evidence of your implementation.									
Trends in Quantities and Types of Pesticide Active Ingredients Used⁵⁶									
Pesticide Category and Specific Pesticide Active Ingredient Used	Amount ⁵⁷								
	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21			
Organophosphates	0	0							
Active Ingredient Chlorpyrifos	0	0							
Active Ingredient Diazinon	0	0							
Active Ingredient Malathion	0	0							
Pyrethroids (see footnote #57 for list of active ingredients)	0	0							
Active Ingredient Type X	0	0							
Active Ingredient Type Y	0	0							
Carbamates	0	0							
Active Ingredient Carbaryl	0	0							
Active Ingredient Aldicarb	0	0							
Fipronil	0	0							
Indoxacarb	Reporting not required in FY 15-16	0							

⁵⁶Includes all municipal structural and landscape pesticide usage by employees and contractors.

⁵⁷Weight or volume of the active ingredient, using same units for the product each year. Please specify units used. The active ingredients in any pesticide are listed on the label. The list of active ingredients that need to be reported in the pyrethroids class includes: metofluthrin, bifenthrin, cyfluthrin, beta-cyfluthrin, cypermethrin, deltamethrin, esfenvalerate, lambdacyhalothrin, and permethrin.

Diuron	Reporting not required in FY 15-16	0				
Diamides	Reporting not required in FY 15-16	0				
Active Ingredient Chlorantraniliprole	0	0				
Active Ingredient Cyantraniliprole	0	0				
IPM Tactics and Strategies used: The City does not use pesticides and removes any plants that require pesticides and replaces them with San Bruno Mountain Native plants. In FY 14-15 the City started preventive actions at the Corporation Yard that included sealing holes and gaps and trapping which improve sanitation. The City's standard procedure is to mow/pull weeds, mulch, then monitor weed growth and rate of vegetation. We only contract out with certified IPM practitioners.						

C.9.b. ► Train Municipal Employees

Enter the number of employees that applied or used pesticides (including herbicides) within the scope of their duties this reporting year.	0
Enter the number of these employees who received training on your IPM policy and IPM standard operating procedures within this reporting year.	8
Enter the percentage of municipal employees who apply pesticides who have received training in the IPM policy and IPM standard operating procedures within this reporting year.	0%
Type of Training: Operation and Maintenance employees are trained to follow the City's IPM policy of no pesticide application to landscape. On February 10th 2017 eight members of the O&M staff received training on Pesticide/Herbicide Safety for sewers. City staff participated in the SMCWPPP Landscape Integrated Pest Management Workshop on 3/8/2017.	

C.9.c. ► Require Contractors to Implement IPM

Did your municipality contract with any pesticide service provider in the reporting year, for either landscaping or structural pest control?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
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If yes, did your municipality evaluate the contractor's list of pesticides and amounts of active ingredients used?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No,
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If your municipality contracted with any pesticide service provider, briefly describe how contractor compliance with IPM Policy/Ordinance and SOPs was monitored

The City's IPM policy does not allow the application of pesticides. This is achieved by limiting the number of vendors we use thus insuring consistency and periodically inspecting the contractors work in the field.

The City contracts with Pestec, which as a company is certified through both Green Shield and EcoWise. The City also contracts with Marina Pest Control, which is not certified as a company, but the technician performing the applications for the City, Armando Silva, is an EcoWise certified practitioner.

City staff routinely inspects/observes applicators to ensure they are complying with our IPM policy.

EcoWise Certified professionals must pass a rigorous exam and field audit to demonstrate expertise in prevention-based pest control practices. EcoWise requires that certified practitioners perform or oversee work at the customer account.

Pestec was recognized as an IPM Innovator by the Department of Pesticide Regulation in 2008.

The City of Brisbane does not allow the use of pesticides, therefore it is not necessary to evaluate the contractors list of pesticides.

C.9.d. ► Interface with County Agricultural Commissioners

Did your municipality communicate with the County Agricultural Commissioner to: (a) get input and assistance on urban pest management practices and use of pesticides or (b) inform them of water quality issues related to pesticides?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
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If yes, summarize the communication. If no, explain.

See Section 9 of the SMCWPPP FY 16-17 Annual Report for summary of communication with the San Mateo County Agricultural Commissioner.

Did your municipality report any observed or citizen-reported violations of pesticide regulations (e.g., illegal handling and applications of pesticides) associated with stormwater management, particularly the California Department of Pesticide Regulation (DPR) surface water protection regulations for outdoor, nonagricultural use of pyrethroid pesticides by any person performing pest control for hire?		Yes	X	No
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If yes, provide a summary of improper pesticide usage reported to the County Agricultural Commissioner and follow-up actions taken to correct any violations. A separate report can be attached as your summary.

N/A

C.9.e.ii.(1) ► Public Outreach: Point of Purchase

Provide a summary of public outreach at point of purchase, and any measurable awareness and behavior changes resulting from outreach (here or in a separate report); **OR** reference a report of a regional effort for public outreach in which your agency participates.

Summary:
See the C.9 Pesticides Toxicity Control section of the SMCWPPP FY 16-17 Annual Report for information on point of purchase public outreach conducted countywide and regionally.

C.9.e.ii.(2) ► Public Outreach: Pest Control Contracting Outreach

Provide a summary of outreach to residents who use or contract for structural pest control and landscape professionals); **AND/OR** reference a report of a regional effort for outreach to residents who hire pest control and landscape professionals in which your agency participates.

Summary:
See the C.9 Pesticides Toxicity Control section of the SMCWPPP FY 16-17 Annual Report for a summary of public outreach to residents who hire pest control and landscape professionals.

C.9.e.ii.(3) ► Public Outreach: Pest Control Operators

Provide a summary of public outreach to pest control operators and landscapers and reduced pesticide use (here or in a separate report); **AND/OR** reference a report of a regional effort for outreach to pest control operators and landscapers in which your agency participates.

Summary:

See the C.9 Pesticides Toxicity Control section of SMCWPPP FY 16-17 Annual Report for a summary of outreach to pest control operators and landscapers to reduce pesticide use.

C.9.f. ► Track and Participate in Relevant Regulatory Processes

Summarize participation efforts, information submitted, and how regulatory actions were affected; **AND/OR** reference a regional report that summarizes regional participation efforts, information submitted, and how regulatory actions were affected.

Summary:

During FY 16-17, we participated in regulatory processes related to pesticides through contributions to the Program, BASMAA and CASQA.

Section 10 - Provision C.10 Trash Load Reduction

C.10.a.i ► Trash Load Reduction Summary

For population-based Permittees, provide the overall trash reduction percentage achieved to-date within the jurisdictional area of your municipality that generates problematic trash levels (i.e., Very High, High or Moderate trash generation). Base the reduction percentage on the information presented in C.10.b i-iv and C.10.e.i-ii. Provide a discussion of the calculation used to produce the reduction percentage, including whether the 70% mandatory trash load reduction deadline was attained. If not attained, attach and include reference to a Plan to comply with the deadline in a timely manner, which should include the Permittee's plan and schedule to install full capture systems/devices.

Trash Load Reductions	
Percent Trash Reduction in All Trash Management Areas (TMAs) due to Trash Full Capture Systems (as reported C.10.b.i)	68.2%
Percent Trash Reduction in all TMAs due to Control Measures Other than Trash Full Capture Systems (as reported in C.10.b.ii) ⁵⁸	7.3%
Percent Trash Reduction due to Jurisdictional-wide Source Control Actions (as reported in C.10.b.iv) ¹	10.0%
SubTotal for Above Actions	85.5%
Trash Offsets (Optional)	
Offset Associated with Additional Creek and Shoreline Cleanups (as reported in C.10.e.i)	0.0%
Offset Associated with Direct Trash Discharges (as reported in C.10.e.ii)	0.0%
Total (Jurisdictional-wide) % Trash Load Reduction in FY 16-17	85.5%

Discussion of Trash Load Reduction Calculation and Attainment of the 70% Mandatory Deadline:

The City attained and reported a 65% trash load reduction in its FY 15-16 Annual Report, exceeding the non-mandatory performance guideline of 60% by July 1, 2016. The City has attained an 86% trash load reduction (including trash offsets) in FY 16-17, exceeding the mandatory trash load reduction requirement of 70% by July 1, 2017. Descriptions of the actions taken to reduce trash in the City are summarized in this section of the annual report. Methods used to calculate the reduction are consistent with the methods described in the MRP.

⁵⁸ See Appendix 10-1 for changes between 2009 and FY 16-17 in trash generation by TMA as a result of Full Capture Systems and Other Measures.

C.10.a.iii ► Mandatory Trash Full Capture Systems

Provide the following:

- 1) Total number and types of full capture systems (publicly and privately-owned) installed prior to FY 16-17, during FY 16-17, and to-date, including inlet-based and large flow-through or end-of-pipe systems, and qualifying low impact development (LID) required by permit provision C.3.
- 2) Total land area (acres) treated by full capture systems for population-based Permittees and total number of systems for non-population based Permittees compared to the total required by the permit.

Type of System	# of Systems	Areas Treated (Acres)*
Installed Prior to FY 16-17		
Connector Pipe Screens (Public)	129	413.3
Installed in FY 16-17		
Connector Pipe Screens (Public)	81	76.8
Total for all Systems Installed To-date		210
Treatment Acreage Required by Permit (Population-based Permittees)		0
Total # of Systems Required by Permit (Non-population-based Permittees)		N/A

*Areas treated includes jurisdictional and non-jurisdictional lands (e.g. public K-12 schools and colleges, and freeways)

C.10.b.i ► Trash Reduction - Full Capture Systems

Provide the following:

- 1) Jurisdictional-wide trash reduction in FY 16-17 attributable to trash full capture systems implemented in each TMA;
- 2) The total number of full capture systems installed to-date in your jurisdiction;
- 3) The percentage of systems in FY 16-17 that exhibited significant plugged/blinded screens or were >50% full when inspected or maintained;
- 4) A narrative summary of any maintenance issues and the corrective actions taken to avoid future full capture system performance issues; and
- 5) A certification that each full capture system is operated and maintained to meet the full capture system requirements in the permit.

TMA	Jurisdiction-wide Reduction (%)	Total # of Full Capture Systems	% of Systems Exhibiting Plugged/Blinded Screens or >50% full in FY 16-17	Summary of Maintenance Issues and Corrective Actions
1	5.9%	210	11%	<p>11% of FTCDs greater than 50% full</p> <p>The devices that were found to be greater than 50% full have had their cleaning frequency increased to three times a year as a short term solution while we evaluate each device to investigate a potential solution that would allow us to clean the devices at the base rate of 2 times per year. Some devices will unavoidably need to be cleaned at an increased rate or greater. As the number of trash capture devices increase the need to find solutions to reduce the man hours required to clean these devices becomes ever more important.</p> <p>All of the devices that we have found to be greater than 50% full we can contribute to organic loading. Pine trees and Eucalyptus trees are found in abundance in the areas where these devices are located.</p> <p>We had two devices damaged this winter by heavy rains. The maintenance crew was able to repair the devices and keep them in service till new devices can be made.</p> <p>For the 10 devices located on South Hill Dr. that were found in FY 15/16 to be greater than 50% we replaced the "drop in baskets" on the North West side of the road with connector pipe screens and recessed curb inlet screens. This allowed us a greater storage area for organics before they reach 50%. The</p>
2*	NA			
3	7.7%			
4	21.5%			
5	0%			
6	24.7%			
7	5.5%			
8	0.7%			
9	0.5%			
10	1.1%			
11	0.2%			
12	0.1%			
Total*	68.2%			

				<p>curb inlet screens have kept a portion of the organics on the street to allow our weekly street sweeping to remove them. Recessing the devices will keep the large trucks from damaging them.</p> <p>The remaining trash capture devices appear to have no other option than to increase their frequency. We will continue to document their loading and adjust the frequency of the additional cleanings.</p> <p>Moving forward with the City's plan to install and maintain additional trash capture devices we will continue to investigate all options of reducing maintenance while maintaining a high level of performance and compliance.</p>
<p>Certification Statement: <i>The City of Brisbane certifies that a full capture system maintenance and operation program has been implemented to maintain all applicable systems in a manner that meets the full capture system requirements included in the Permit. The City continues to review its maintenance data to see if operations need to be adjusted.</i></p>				

* All areas in TMA 2 are non-jurisdictional lands draining to the sanitary sewer system.

*The total jurisdictional-wide reduction reported for full capture systems includes 0.3% reduction for treatment of 2 acres of non-jurisdictional public K-12, college and university school land areas.

C.10.b.ii ► Trash Reduction – Other Trash Management Actions (PART A)

Provide a summary of trash control actions other than full capture systems or jurisdictional source controls that were implemented within each TMA, including the types of actions, levels and areal extent of implementation, and whether actions are new, including initiation date.

TMA	Summary of Trash Control Actions Other than Full Capture Systems
1	<p>Current Actions – Twice monthly on-land trash clean-ups and on-call dumping pickups have been added to our Solid Waste Franchise Agreement with South San Francisco Scavengers, effective November 20th 2014. Weekly street sweeping is conducted on our behalf by South San Francisco Public Works, effective July 2015. Installation of trash capture devices was completed ahead of the Long Term Trash Reduction Plan implementation schedule. All trash capture devices are cleaned a minimum of bi-annually. The effectiveness of the maintenance of these devices is being tracked as part of our Trash Capture Device Operations and Maintenance Verification Program. At Fisherman’s Park we replaced all individual trash receptacles with one 5 yd. dumpster for trash and one 5 yd. dumpster for recycling. Code enforcement management and illegal dumping enforcement is provided by our Code Enforcement Officer and Police Department.</p>
2	<p>Note: 100% of this TMA drains to the City and County of San Francisco combined sewer system.</p> <p>Current Actions – Weekly on-land trash clean-ups of Beatty Avenue and Alana Way, along with on-call dumping pickups and container management (and citations) are being provided via our Solid Waste Franchise Agreement with Recology. Weekly street sweeping is conducted on our behalf by South San Francisco Public Works, effective July 2015. Code enforcement management and illegal dumping enforcement is provided by our Code Enforcement Officer and Police Department.</p>
3	<p>Current Actions - Monthly on-land trash clean-ups, on-call dumping pickups and container management (and citations) is being provided via our Solid Waste Franchise Agreement with South San Francisco Scavengers, effective November 20th 2014. Weekly street sweeping is conducted on our behalf by South San Francisco Public Works, effective July 2015. Installation of trash capture devices was completed ahead of the Long Term Trash Reduction Plan implementation schedule. All trash capture devices are cleaned a minimum of bi-annually. The effectiveness of the maintenance of these devices is being tracked as part of our Trash Capture Device Operations and Maintenance Verification Program. Code enforcement management and illegal dumping enforcement is provided by our Code Enforcement Officer and Police Department.</p>
4	<p>Current Actions - Monthly on-land trash clean-ups (one section twice monthly), on-call dumping pickups and container management (and citations) is being provided via our Solid Waste Franchise Agreement with South San Francisco Scavengers, effective November 20th 2014. Weekly street sweeping is conducted on our behalf by South San Francisco Public Works, effective July 2015. Installation of trash capture devices was completed ahead of the Long Term Trash Reduction Plan implementation schedule. All trash capture devices are cleaned a minimum of bi- annually. The effectiveness of the maintenance of these devices is being tracked as part of our Trash Capture Device Operations and Maintenance Verification Program. Code enforcement management and illegal dumping enforcement is provided by our Code Enforcement Officer and Police Department.</p>

5	<p>Current Actions - Twice monthly on-land trash cleanups of Lagoon Way and a portion of Tunnel Ave, on-call dumping pickups and container management (and citations) is being provided via our Solid Waste Franchise Agreement with Recology, effective November 20th 2014. Weekly street sweeping is conducted on our behalf by South San Francisco Public Works, effective July 2015. Code enforcement management and illegal dumping enforcement is provided by our Code Enforcement Officer and Police Department.</p>
6	<p>Current Actions - On-call dumping pickups and container management (and citations) is being provided via our Solid Waste Franchise Agreement with South San Francisco Scavengers, effective November 20th 2014. Weekly street sweeping is conducted on our behalf by South San Francisco Public Works, effective July 2015. . Installation of trash capture devices will be completed ahead of the Long Term Trash Reduction Plan implementation schedule. All trash capture devices are cleaned a minimum of bi-annually. The effectiveness of the maintenance of these devices is being tracked as part of our Trash Capture Device Operations and Maintenance Verification Program. Code enforcement management and illegal dumping enforcement is provided by our Code Enforcement Officer and Police Department.</p>
7	<p>Current Actions - On-call dumping pickups and container management (and citations) is being provided via our Solid Waste Franchise Agreement with South San Francisco Scavengers, effective November 20th 2014. Weekly street sweeping is conducted on our behalf by South San Francisco Public Works, effective July 2015. All trash capture devices are cleaned a minimum of bi-annually. The effectiveness of the maintenance of these devices is being tracked as part of our Trash Capture Device Operations and Maintenance Verification Program. Code enforcement management and illegal dumping enforcement is provided by our Code Enforcement Officer and Police Department.</p>
8	<p>Current Actions – This TMA is comprised of Caltrain and other private property. Code enforcement management and illegal dumping enforcement is provided by our Code Enforcement Officer and Police Depart. Container management (and citations) is being provided via our Solid Waste Franchise Agreement with South San Francisco Scavengers, effective November 20th 2014.</p>
9	<p>Current Actions - On-call dumping pickups and container management (and citations) is being provided via our Solid Waste Franchise Agreement with South San Francisco Scavengers, effective November 20th 2014. Weekly street sweeping on San Bruno Avenue and San Francisco St. is conducted on our behalf by South San Francisco Public Works, effective July 2015. Additional trash capture devices have been added to this TMA beyond the Long Term Trash Reduction Plan implementation schedule. All trash capture devices are cleaned a minimum of bi-annually. The effectiveness of the maintenance of these devices is being tracked as part of our Trash Capture Device Operations and Maintenance Verification Program. Code enforcement management and illegal dumping enforcement is provided by our Code Enforcement Officer and Police Department.</p>
10	<p>Current Actions - On-call dumping pickups and container management (and citations) is being provided via our Solid Waste Franchise Agreement with South San Francisco Scavengers, effective November 20th 2014. Weekly street sweeping is conducted on</p>

	our behalf by South San Francisco Public Works, effective July 2015. Installation of trash capture devices will be completed ahead of the Long Term Trash Reduction Plan implementation schedule. All trash capture devices are cleaned a minimum of bi-annually. The effectiveness of the maintenance of these devices is being tracked as part of our Trash Capture Device Operations and Maintenance Verification Program. Code enforcement management and illegal dumping enforcement is provided by our Code Enforcement Officer and Police Department.
11	Current Actions - On-call dumping pickup is being provided via our Solid Waste Franchise Agreement with South San Francisco Scavengers, effective November 20 th 2014. Code enforcement management and illegal dumping enforcement is provided by our Code Enforcement Officer and Police Depart. City staff currently leads volunteer based cleanups of these natural canyons.
12	Current Actions - On-call dumping pickup is being provided via our Solid Waste Franchise Agreement with South San Francisco Scavengers, effective November 20 th 2014. Code enforcement management and illegal dumping enforcement is provided by our Code Enforcement Officer and Police Depart. The entirety of this TMA is a "low generation rate".

C.10.b.ii ► Trash Reduction – Other Trash Management Actions (PART B)

Provide the following:

- 1) A summary of the on-land visual assessments in each TMA (or control measure area), including the street miles or acres available for assessment (i.e., those associated with VH, H, or M trash generation areas not treated by full capture systems), the street miles or acres assessed, the % of available street miles or acres assessed, and the average number of assessments conducted per site within the TMA; and
- 2) Percent jurisdictional-wide trash reduction in FY 16-17 attributable to trash management actions other than full capture systems implemented in each TMA.

TMA ID <i>or (as applicable) Control Measure Area</i>	Total Street Miles ⁵⁹ or Acres Available for Assessment	Summary of On-land Visual Assessments ⁶⁰			Jurisdictional-wide Reduction (%)
		Street Miles or Acres Assessed	% of Applicable Street Miles or Acres Assessed	Average # of Assessments Conducted at Each Site ⁶¹	
1	0.27	0.20	74.50%	2.0	5.1%
2*	0.00	NA	NA	NA	NA
3	0.00	0.00	0.00%	0.0	0.0%
4	0.21	0.13	59.96%	0.0	0.8%
5	1.21	0.57	47.11%	2.0	1.3%
6	0.07	0.00	0.00%	0.0	0.0%
7	0.00	0.00	0.00%	2.0	0.0%
8	0.00	0.00	0.00%	7.7	0.0%
9	0.14	0.00	0.00%	0.0	0.0%
10	0.33	0.00	0.00%	0.0	0.0%
11	0.07	0.00	0.00%	0.0	0.0%
12	0.05	0.05	100.00%	0.0	0.1%
Total	0.95	0.95	-	-	7.3%

* All areas in TMA 2 are non-jurisdictional lands draining to the sanitary sewer system.

⁵⁹ Linear feet are defined as the street length and do not include street median curbs.

⁶⁰ Assessments conducted between July 2015 and July 2017 are assumed to be representative of trash levels in FY 16-17 and were therefore used to calculate the jurisdictional-wide reductions reported in this section.

⁶¹ Each assessment is roughly 1,000 feet in length.

C.10.b.iv ► Trash Reduction – Source Controls

Provide a description of each jurisdictional-wide trash source control action implemented to-date. For each control action, identify the trash reduction evaluation method(s) used to demonstrate on-going reductions, summarize the results of the evaluation(s), and estimate the associated reduction of trash within your jurisdictional area. Note: There is a maximum of 10% total credit for source controls.

Source Control Action	Summary Description & Dominant Trash Sources and Types Targeted	Evaluation/Enforcement Method(s)	Summary of Evaluation/Enforcement Results To-date	% Reduction	Total Reduction Credit (%)
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C.10.b.iv ► Trash Reduction – Source Controls				
<p>Provide a description of each jurisdictional-wide trash source control action implemented to-date. For each control action, identify the trash reduction evaluation method(s) used to demonstrate on-going reductions, summarize the results of the evaluation(s), and estimate the associated reduction of trash within your jurisdictional area. Note: There is a maximum of 10% total credit for source controls.</p>				
<p>Single Use Bag Ordinance</p>	<p>On March 18, 2013, the Brisbane City Council adopted a reusable bag ordinance (No. 580 adding Chapter 8.17 to the Brisbane Municipal Code) banning retail establishments from distributing single-use carry-out bags (with only limited exceptions). The ban was developed through close cooperation with San Mateo County Environmental Health, who is also authorized to act as the Enforcement Officer within the city. Due to an extensive outreach with retail businesses, there were no objections expressed by Brisbane businesses during public hearings on this ordinance. Although challenging to quantify, subjective evaluations of on-land trash generation reveals a significantly noticeable reduction in the presence of single-use plastic bags. Staff believes that the “measure of success” identified in the report to Council, “An apparent reduction of single-use bag trash within the city, its waterways, and the surrounding bay and environment”, has been achieved. This measure targets pedestrian litter, vehicles and inadequate container management trash sources. Please refer to Section C.7.e of this report for detailed information on public outreach during this reporting period.</p>	<p>On behalf of all SMCWPPP Permittees, the County of San Mateo conducted assessments evaluating the effectiveness of the single use plastic bag ban in municipalities within San Mateo County. Assessments conducted by the County included audits of businesses and surveys of customer bag usage at many businesses in San Mateo County. Additionally, the number of complaints by customers was also tracked by the County. The results of assessments conducted by these cities are assumed to be representative of all SMCWPPP Permittees, given the consistency between the scope, implementation, and enforcement of the ordinances among the municipalities. The City developed its % trash reduced estimate using the following assumptions: 1.) Single use plastic bags comprise 8% of the trash discharged from stormwater conveyances, based on the Regional Trash Generation Study conducted by BASMAA; 2) 95% of single use plastic bags distributed in the City are affected by the implementation of the ordinance, based on the County of San Mateo’s Environmental Impact Report; and 3) Of the bags affected by the ordinance, there are now 90% less bags being distributed, based on customer complaints received by the County of San Mateo’s Department of Environmental Health Services. This is conservative estimate given that in FY 13-14 Environmental Services only received complaints about 4, of the over 1900 businesses in San Mateo County that are affected by the single-use plastic bag ordinances.</p>	<p>Results of assessments conducted by the County of San Mateo on behalf of all municipalities in San Mateo County indicate that the City’s ordinance is effective in reducing the number of single use plastic bags in stormwater discharges. This preliminary conclusion is based on the very small number of complaints received from customers about businesses in San Mateo County that are continuing to use single use plastic bags after ordinances were adopted. Assuming single use bags were 8% of the trash observed in stormwater discharges, the City concludes that there has been a 7% (i.e., 8% x 86% effectiveness in reducing bags) reduction in trash in stormwater discharges as a result of the City’s ordinance.</p>	<p>7%</p>
				<p>10.0% (Maximum)</p>

C.10.b.iv ► Trash Reduction – Source Controls

Provide a description of each jurisdictional-wide trash source control action implemented to-date. For each control action, identify the trash reduction evaluation method(s) used to demonstrate on-going reductions, summarize the results of the evaluation(s), and estimate the associated reduction of trash within your jurisdictional area. Note: There is a maximum of 10% total credit for source controls.

<p>Expanded Polystyrene Food Service Ware Ordinance</p>	<p>On October 2, 2014, the Brisbane City Council adopted a Polystyrene ordinance (No. 590 chapter 8.18 (Reusable Food Service Ware) prohibiting the use of Polystyrene based disposable food service ware by all food vendors.</p>	<p>Although the City has adopted and implemented an ordinance prohibiting the distribution of EPS food ware by food vendors, evaluations of the effectiveness of the ordinance have not yet been conducted. For the purpose of estimating trash reductions in stormwater discharges associated with the ordinance, the results of assessments conducted by the cities of Los Altos and Palo Alto were used to represent the reduction of trash associated with the City's ordinance. Assessments conducted by these cities were conducted prior to and following the effective date of their ordinances, and include audits of businesses and/or assessments of EPS food ware observed on streets, storm drains and local creeks. The results of assessments conducted by these cities are assumed to be representative of the effectiveness of the City's ordinance because the implementation (including enforcement) of the City's ordinance is similar to the City of Los Altos's and Palo Alto's.</p>	<p>Results of assessments that are representative of the City, but were conducted by the cities of Los Altos and Palo Alto, indicate that City's ordinance is effective in reducing EPS food ware in stormwater discharges. This conclusion is based on the following assessment results:</p> <p>An average of 95% of businesses affected by the ordinance are no longer distributing/selling EPS food ware. Based on these results, the estimated average reduction of EPS food ware in stormwater discharges is 90%. Assuming EPS food ware was 6% of the trash observed in stormwater discharges, the City concludes that there has been a 5% (i.e., 6% x 90%) reduction in trash in stormwater discharges as a result of the ordinance.</p>	<p>5%</p>	
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C.10.c ► Trash Hot Spot Cleanups

Provide the FY 16-17 cleanup date and volume of trash removed during each MRP-required Trash Hot Spot cleanup during each fiscal year listed. Indicate whether the site was a new site in FY 16-17.

Trash Hot Spot	New Site in FY 16-17 (Y/N)	FY 16-17 Cleanup Date(s)	Volume of Trash Removed (cubic yards)				
			FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16	FY 2016-17
BRI01	N	NA	0.02	0.03	0.02	NA	NA
BRI02	N	4-11-2017	NA	NA	NA	0.15	.09

Note: Starting in FY 2015-16, BRI02 replaced BRI01.

C.10.d ► Long-Term Trash Load Reduction Plan	
Provide descriptions of significant revisions made to your Long-term Trash Load Reduction Plan submitted to the Water Board in February 2014. Describe significant changes made to primary or secondary trash management areas (TMA), baseline trash generation maps, control measures, or time schedules identified in your plan. Indicate whether your baseline trash generation map was revised and if so what information was collected to support the revision. If your baseline trash generation map was revised, attach it to your Annual Report.	
Description of Significant Revision	Associated TMA
In FY 15-16, consistent with all MRP Permittees, all public K-12 schools, college and university parcels were made non-jurisdictional on the City's baseline trash generation maps. Under California Government Code Sections 4450 through 4461, the construction, modification, or alternation of facilities and/or structures on these parcels are under the jurisdiction of the California Division of State Architect and not the City. The public right-of-way (e.g., streets and sidewalks) surrounding these parcels remain as jurisdictional on the City's baseline trash generation maps. The City's revised baseline trash generation map is included as Appendix 10-2.	All applicable
The City has chosen to remove the two 14 yard dumpsters placed at the corporations yard's main gate. The dumpsters became abused to the point that their maintenance took a considerable amount of time away from the Operations & Maintenance staffs normal duties. Most of the dumping was done by contractors dumping demolition debris rather than disposing of it properly and citizens looking for a place to dump for free.	5
The City has chosen to follow the guidance given by San Mateo County Water Pollution Prevention Program and EOA, Inc. to remove the two Brisbane School District properties located at 500 San Bruno Ave. and 1 Solano St. from our jurisdictional responsibility.	9
Minor revisions to baseline trash generation map. Primarily to clean up small management areas that overlap adjacent areas that do not generate trash.	1,3,4,6,7,8,9

C.10.e. ► Trash Reduction Offsets (Optional)			
Provide a summary description of each offset program implemented, the volume of trash removed, and the offset claimed in FY 16-17. Also, for additional creek and shoreline cleanups, describe the number and frequency of cleanups conducted, and the locations and cleanup dates. For direct discharge control programs approved by the Water Board Executive Officer, also describe the results of the assessments conducted in receiving waters to demonstrate the effectiveness of the control program. Include an Appendix that provides the calculations and data used to determine the trash reduction offset.			
Offset Program	Summary Description of Actions and Assessment Results	Volume of Trash (CY) Removed/Controlled in FY 16-17	Offset (% Jurisdiction-wide Reduction)
Additional Creek and Shoreline Cleanups (Max 10% Offset)	NA	NA	NA
Direct Trash Discharge Controls (Max 15% Offset)	NA	NA	NA

Appendix 10-1. Baseline trash generation and areas addressed by full capture systems and other control measures in Fiscal Year 16-17.⁶²

TMA	2009 Baseline Trash Generation (Acres)					Trash Generation (Acres) in FY 16-17 After Accounting for Full Capture Systems					Jurisdiction-wide Reduction via Full Capture Systems (%)	Trash Generation (Acres) in FY 16-17 After Accounting for Full Capture Systems <u>and</u> Other Control Measures					Jurisdiction-wide Reduction via Other Control Measures (%)	Jurisdiction-wide Reduction via Full Capture <u>AND</u> Other Control Measures (%)
	L	M	H	VH	Total	L	M	H	VH	Total		L	M	H	VH	Total		
1	0	0	14	3	17	11	0	4	3	17	5.9%	13	2	3	0	17	5.1%	10.9%
2	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
3	1	23	2	2	28	27	1	0	0	28	7.7%	27	1	0	0	28	0%	7.7%
4	0	0	32	3	35	33	0	2	0	35	21.5%	34	2	0	0	35	0.8%	22.3%
5	0	0	8	0	8	0	0	8	0	8	0%	1	4	3	1	8	1.3%	1.3%
6	2	253	3	0	258	176	81	0	0	258	24.7%	176	81	0	0	258	0%	24.7%
7	51	52	0	0	104	92	12	0	0	104	5.5%	92	12	0	0	104	0%	5.5%
8	6	41	0	0	47	11	36	0	0	47	0.7%	11	36	0	0	47	0%	0.7%
9	3	8	0	0	11	7	4	0	0	11	0.5%	7	4	0	0	11	0%	0.5%
10	0	15	0	0	15	8	7	0	0	15	1.1%	8	7	0	0	15	0%	1.1%
11	0	4	0	0	4	1	2	0	0	4	0.2%	1	2	0	0	4	0%	0.2%
12	1,147	1	0	0	1,148	1,148	0	0	0	1,148	0.1%	1,148	0	0	0	1,148	0.1%	0.2%
Totals	1,210	397	60	8	1,675	1,515	143	14	3	1,675	68.2%*	1,518	150	6	1	1,675	7.3%	75.5%*

*The total jurisdictional-wide reduction reported for full capture systems includes 0.3% reduction for treatment of 2 acres of non-jurisdictional public K-12, college and university school land areas.

⁶² The sum of numbers/percentages for each TMA may not equal totals due to rounding.

Section 11 - Provision C.11 Mercury Controls

C.11.a. ► Implement Control Measures to Achieve Mercury Load Reductions
C.11.b. ► Assess Mercury Load Reductions from Stormwater

See the Program's FY 2016-17 Annual Report for:

- Documentation of mercury control measures implemented in our agency's jurisdictional area for which load reductions will be reported and the associated management areas;
- A description of how the BASMAA Interim Accounting Methodology⁶³ was used to calculate the mercury load reduced by each control measure implemented in our agency's jurisdictional area and the calculation results (i.e., the estimated mercury load reduced by each control measure); and
- Supporting data and information necessary to substantiate the load reduction estimates.

C.11.c. ► Plan and Implement Green Infrastructure to Reduce Mercury Loads

If the regional or countywide mercury load reductions required by this sub-provision via Green Infrastructure by the end of the permit term are not met, will Permittees in your county use the default population-based method to calculate the portion of the countywide load reduction required of each Permittee?

X	Yes		No
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As a county we expect to reach our load reduction requirement, but are prepared to default to the population-based method if required.

C.11.e. ► Implement a Risk Reduction Program

A summary of Program and regional accomplishments for this sub-provision are included in the C.11 Mercury Controls section of the Program's FY 2016-17 Annual Report and/or a BASMAA regional report.

⁶³BASMAA 2017. Interim Accounting Methodology for TMDL Loads Reduced, Version 1.0. Prepared for BASMAA by Geosyntec Consultants and EOA, Inc., September 19, 2016.

Section 12 - Provision C.12 PCBs Controls

C.12.a. ► Implement Control Measures to Achieve PCBs Load Reductions
C.12.b. ► Assess PCBs Load Reductions from Stormwater

The City's Regulatory Compliance Manager participates in the SMCWPPP PCB workgroup.

See the Program's FY 2016-17 Annual Report for:

- Documentation of PCBs control measures implemented in our agency's jurisdictional area for which load reductions will be reported and the associated management areas;
- A description of how the BASMAA Interim Accounting Methodology⁶⁴ was used to calculate the PCBs load reduced by each control measure implemented in our agency's jurisdictional area and the calculation results (i.e., the estimated PCBs load reduced by each control measure); and
- Supporting data and information necessary to substantiate the load reduction estimates.

If the regional and countywide PCBs load reductions required by C.12.a are not met, will Permittees in your county use the default population-based method to calculate the portion of the countywide load reduction required of each Permittee?

X	Yes		No
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As a county we expect to reach our load reduction requirement, but are prepared to default to the population-based method if required.

⁶⁴BASMAA 2017. Interim Accounting Methodology for TMDL Loads Reduced, Version 1.0. Prepared for BASMAA by Geosyntec Consultants and EOA, Inc., September 19, 2016.

C.12.f. ► Manage PCB-Containing Materials and Wastes During Building Demolition Activities So That PCBs Do Not Enter Municipal Storm Drains

A summary of Program and regional accomplishments for this sub-provision is included in the C.12 PCBs Controls section of Program's FY 2016-17 Annual Report and/or a BASMAA regional report.

Does your agency plan to seek exemption from this requirement?

<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
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C.12.g. ► Fate and Transport Study of PCBs: Urban Runoff Impact on San Francisco Bay Margins

A summary of Program and regional accomplishments for this sub-provision are included in the C.12 PCBs Controls section of the Program's FY 2016-17 Annual Report and/or a BASMAA regional report.

C.12.h. ► Implement a Risk Reduction Program

A summary of Program and regional accomplishments for this sub-provision are included in the C.12 PCBs Controls section of the Program's FY 2016-17 Annual Report and/or a BASMAA regional report.

Section 13 - Provision C.13 Copper Controls

C.13.a.iii. ► Manage Waste Generated from Cleaning and Treating of Copper Architectural Features

Provide summaries of permitting and enforcement activities to manage waste generated from cleaning and treating of copper architectural features, including copper roofs, during construction and post-construction.

Summary:

The City of Brisbane 1) attaches the SMCWPPP "Requirements for Architectural Copper" Fact Sheet (www.flowstobay.org/files/newdevelopment/flyersfactsheets/ArchitecturalcopperBMPs.pdf) to building permit applications for roof replacement or new buildings; 2) reviews building permit applications specifically for the use of copper architectural features, and provides guidance on the installation and maintenance of these features; and 3) reviews design permits for the use of architectural copper and places conditions of approval prohibiting the discharge of washwater from cleaning and treating of copper architectural features from entering the storm drain system.

During construction, municipal construction stormwater inspectors are responsible for identifying copper architectural features and if appropriate BMPs are implemented. Any issues noted are documented and enforcement actions recorded in the Provision C.6 inspection records. Post-construction municipal illicit discharge inspectors are responsible for responding to, investigating and identifying illegal discharge of wash water from washing copper architectural features. Any enforcement actions or reported discharges are recorded in the Provision C.5 inspection records. The SMCWPPP "Requirements for Architectural Copper" Fact Sheet is made available to the public, construction inspectors and illicit discharge inspectors on the SMCWPPP website (www.flowstobay.org/files/newdevelopment/flyersfactsheets/ArchitecturalcopperBMPs.pdf). Inspectors are made aware of the concerns with copper architectural features at SMCWPPP Training Workshops and internal municipal trainings.

C.13.b.iii. ► Manage Discharges from Pools, Spas, and Fountains that Contain Copper-Based Chemicals

Provide summaries of any enforcement activities related to copper-containing discharges from pools, spas, and fountains.

Summary:

There have been no enforcement cases related to copper-containing discharges during the reporting period.

C.13.c.iii. ► Industrial Sources Copper Reduction Results

Based upon inspection activities conducted under Provision C.4, highlight copper reduction results achieved among the facilities identified as potential users or sources of copper, facilities inspected, and BMPs addressed.

Summary:

No facilities have been identified as potential users or sources of copper.

Section 15 -Provision C.15 Exempted and Conditionally Exempted Discharges

C.15.b.vi.(2) ► Irrigation Water, Landscape Irrigation, and Lawn or Garden Watering

Provide implementation summaries of the required BMPs to promote measures that minimize runoff and pollutant loading from excess irrigation. Generally the categories are:

- Promote conservation programs
- Promote outreach for less toxic pest control and landscape management
- Promote use of drought tolerant and native vegetation
- Promote outreach messages to encourage appropriate watering/irrigation practices
- Implement Illicit Discharge Enforcement Response Plan for ongoing, large volume landscape irrigation runoff.

Summary:

The City of Brisbane is a member of the Bay Area Water Supply and Conservation Association (BAWSCA) and actively participates in and promotes various water conservation programs; including large landscape account audits, high efficiency toilet and washing machine rebates, rain barrel rebates and elementary school assembly education programs. In addition, the City adopted a water conservation ordinance and water shortage contingency plan in September 2014 that continues to be enforced as appropriate.

The City of Brisbane promotes the use of drought tolerant and native vegetation through its active participation in the regional lawn replacement to drought tolerant landscape rebate program, water-efficient landscape education classes and the Water Wise Gardening in the Bay Area Landscape Educational Tool. Drought tolerant and native plants are also promoted through joint projects with San Bruno Mountain Watch/Mission Blue Native Plant Nursery. "Donny's Garden" a native plant demonstration garden was created as a joint project using San Bruno Mountain native and California native plants. In addition, the City actively enforces its indoor and outdoor water efficient landscape ordinances.

The City of Brisbane promotes outreach messages to encourage appropriate watering/irrigation practices by posting educational information on the City website and various social media outlets. Including Facebook, Twitter, Nextdoor and Instagram. In addition, the City presents to various public forums including at City Council Meetings and Council Subcommittee Meetings.

The City of Brisbane responds to any reports of large volume landscape irrigation runoff and actively enforces the reported water waste violations per Brisbane Municipal Code Chapter 8.40 "Water Waste". In addition, the City funds a large landscape account audit program that calculates a water budget (based on area, plant type, evapotranspiration rate, etc.) for a specific landscape area and tracks the ongoing usage providing valuable information on the water use efficiency to the various large landscape accounts around the City. The City in collaboration with an outside consultant tracks 22 of the City's largest irrigation accounts totaling over 47 acres of landscape. The information is shared directly with private and public property owners through an active web portal.

The City promotes less/non-toxic pest control and landscape management

See Section C.9.e.ii of the SMCPPP's FY 15-16 Annual Report for a description of SMCWPPP's activities related to point-of-purchase outreach which

promotes less toxic pest control and landscape management. See Section C.7 of SMCPPP's FY 15-16 Annual Report for a description of outreach conducted to promote water conservation programs, such as promoting ran barrel use. Information on water conservation, less-toxic pest control and appropriate watering/irrigation practices is also posted on SMCWPPP's website (www.flowstobay.org)

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Attachment 4-2: Enforcement Response Plan – Dated July 27, 2017

Green Infrastructure Plan Workplan

City of Brisbane

June 30, 2017

Approved:


City Manager

06/27/2017
Date

RJ Bennett
Director of Public Works

6/26/17
Date



Municipal Regional Permit Required GIP Elements

Statement of Purpose

The Green Infrastructure Plan (GIP or GI Plan) will serve as the City of Brisbane’s (City) roadmap to shift from traditional stormwater infrastructure to green stormwater infrastructure. We plan to embrace this transition to Green Infrastructure (GI) and look to incorporate GI into all future City projects where feasible. This is to be a collaborative effort between the City, San Mateo County Stormwater Pollution Prevention Program (SMCWPPP) and its affiliates.

The adoption of GI as a guiding principle for stormwater management aligns well with the City’s past, present and future sustainability goals. As a City we have a history of being on the forefront of ecological issues, with our efforts being recognized in 2015 as the first city in California to receive the Institute for Local Government (ILG) Gold-level Beacon Award for addressing climate change. We were also early adopters of GI with our installation of a rain garden and bioswales during our City Hall remodel in 2008.

Planning for GI as a City, we are looking at multiple avenues to make this happen. We are looking at future projects like our new Brisbane Library which is proposed to incorporate a combination of rainwater harvesting and bioretention. We are also actively applying for grants to help with the sizeable expense of GI projects. The City is looking at the feasibility of a multi-beneficial redesign of a major roadway that will incorporate GI, increased safety for pedestrians/cyclists and a roadway diet. Along with other smaller projects this project will be put forth for grant funding with a match from the City.

A. Prioritization and Mapping of Green Infrastructure Potential and Planned Projects

- Provision C.3.j.1.(2)(a): *A mechanism (e.g., SFEI’s GreenPlanIT tool or another tool) to prioritize and map areas for potential and planned projects, both public and private, on a drainage-area-specific basis, for implementation over the following time schedules, which are consistent with the timeframes for assessing load reductions specified in Provisions C.11. and C.12.*
 - (i) *By 2020;*
 - (ii) *By 2030; and*
 - (iii) *By 2040.*

The mechanism shall include criteria for prioritization (e.g. specific logistical constraints, water quality drivers (e.g. TMDLs), opportunities to treat runoff from private parcels in retrofitted street right-of-way) and outputs (e.g. maps, project lists) that can be incorporated into the Permittee’s long-term planning and capital improvement processes.
- Provision C.3.j.1.(2)(b): *Outputs from the mechanism described above, including, but not limited to, the prioritization criteria, maps, lists, and all other information, as appropriate. Individual project-specific reviews completed using these mechanisms*

- are not required to be submitted with the Plan, but shall be made available upon request.*
- *Provision C.3.j.i. (2)(c): Targets for the amount of impervious surface, from public and private projects, within the Permittee’s jurisdiction to be retrofitted over the following time schedules, which are consistent with the timeframes for assessing load reductions specified in Provisions C.11. and C.12.*

Member Agency Tasks	SMCWPP Support	Timeframe
A.1 Work with SMCWPPP to develop GIS-based tool for use in mapping, prioritizing, and phasing of potential and planned projects.		
A.1.1 Provide data for drafting of San Mateo County Stormwater Resources Plan (SRP).	Prepare Draft SRP.	Work began in the second half of FY 15-16
A.1.2 Support SMCWPPP development of tool during preparation of the Reasonable Assurance Analysis (RAA) to address mercury and PCBs TMDL implementation.	Further develop tool through the RRA process.	Reviewed data input and results of tool second half of FY 16-17
A.1.3 Begin using web-based GIS tool for ongoing tracking of GI implementation and to support MRP annual reporting.	Support per member agency request.	Tool to be available in second half of FY 16-17 for on-going use.
A.2 Develop prioritization criteria for GI project opportunities.		
A.2.1 Review preliminary criteria established as part of the SRP.	Prepare draft preliminary criteria.	Reviewed draft SRP, task completed first half of FY 16-17.
A.3 Develop mapping and associated database of GI project opportunities with information needed to perform a prioritization assessment of the opportunities.		
A.3.1 Review methodology for new and redevelopment land area, and possible refinements to public property and public streets potential for GI	Develop methodology and initial land area estimate	Green Infrastructure Technical Advisory Committee (GI TAC) reviewed in December 2016.
A.3.2 Review revised estimate of new and redevelopment area, and draft any refinements to property and public streets potential	Revise land use estimate	GI TAC reviewed in February 2017.
A.3.1 Review refined mapping and database developed through the RAA, if needed.	Revise mapping and database, if needed.	Initial refinement complete in Feb/March 2017. Potential additional refinement finalized by June 2017.
A.4 Develop phasing plan for GI project opportunities consistent with timeframes of required Mercury and PCB load reductions, by 2020, by 2030, and by 2040; building from the work in identifying potential projects to achieve target load reductions and target amounts of impervious surface, from public and private projects, to be		

retrofitted over the same time schedule.		
A.4.1 Review volume/sediment capture goals to meet TMDL implementation milestones established through RAA.	Draft capture goals.	Reasonable Assurance Analysis finalized by end of June 2017.
A.5 Define the methodology for integration of the GI project opportunities phasing plan into Permittee's long-term planning and capital improvement plans and processes. This should include projects that are intended to be implemented following the current permit term; those that are intended to be implemented to achieve the 2030 and 2040 load reduction targets.		
A.5.1 Review draft model methodology.	Prepare draft methodology.	Review 1 st quarter FY 17-18.
A.5.2 Review and finalize model methodology.	Refine methodology.	Review and comment on final draft, early November 2017. Accept final model methodology, December 2017.
A.6 Develop and integrate into GI Plan for adoption.		
Begin 2nd quarter FY 17/18 and complete for inclusion in Annual Report submittal of September 30, 2019		

B. Develop process for tracking and mapping completed projects

- Provision C.3.j.i.(2)(d): *A process for tracking and mapping completed projects, public and private, and making the information publically available (e.g. SFEI's GreenPlanIT tool).*

Member Agency Tasks	SMCWPPP Support	Timeframe
B.1 Work with SMCWPPP through GI TAC to identify model methodology for mapping and finalizing database information for projects as they are completed.	Develop publicly accessible element of web-based mapping and data tool.	July through mid-October 2017.
B.2 Identify Permittee--specific department/division responsibilities for mapping and finalizing database information as projects are completed.	Support per member agency request.	December 2017 and February 2018
B.3 Permittees implement pilot period of mapping	Support per member	Mid-February thru

	and database management. During this period the public "portal" of the web--based mapping and data tool will also be piloted.	agency request.	mid-May 2018.
B.4		Peer and SMCWPPP review of pilot period mapping and database revisions.	Late May 2018.
B.5		Refine web-based tool for use by member agencies.	June 2018.
	B.6 Permittees' refine and implement tracking procedures, define under Item A above, and SMCWPPP refines the public "portal".	Support per member agency request.	Start FY 18-19 and continue through permit term (December 31, 2020).

C. Develop overall Green Infrastructure guidelines, standard specifications, and design details

- Provision C.3.j.i.(2)(e): *General guidelines for overall streetscape, and project design and construction so that projects have a unified, complete design that implements the range of functions associated with the projects. ... The guidelines should call for the Permittee to coordinate, for example, street improvement projects so that related improvements are constructed simultaneously to minimize conflicts that may impact green infrastructure.*
- Provision C.3.j.i.(2)(f): *Standard specifications and, as appropriate, typical design details and related information necessary for the Permittee to incorporate green infrastructure into projects in its jurisdiction.*

Member Agency Tasks	SMCWPPP Support	Timeframe
<p>C.1 Work with SMCWPPP through GI TAC to develop model San Mateo countywide guidelines, standard specifications, and design details, the <i>San Mateo County Model Green Infrastructure Guidelines and Standards</i>, to implement the range of functions associated with projects, such as: street use for stormwater management and treatment; safe pedestrian travel; use as public space; for bicycle, transit, and vehicle movement; and as locations for urban forestry. These will also include identification of needs and model procedures for coordinated and consistent plan review of private projects, scoping and design for public projects, provisions for public/private implementation and maintenance agreements, and operations and maintenance.</p>		
C.1.1 Review model guidelines and standards reference documents memorandum.	Research reference documents, prepare memorandum.	August and September 2016 Review of memorandum complete.
C.1.2 Review proposed reorganization of model guidelines and standards approach.	Prepare proposed approach.	Feedback at December 2016 TAC Meeting.
C.1.3 Review revised scope and schedule for SMCWPPP preparation of model document.	Prepare revised scope and schedule	January 2017.
C.1.4 Review draft samples of guidelines and standards sections and provide comments to SMCWPPP.	Prepare draft samples.	February 2017.
C.1.5 Participate in GI TAC workshop to give direction on approach for full model guidelines and standards, refinements to approach, level of detail, etc. based on review sample guidelines and standards.	Facilitate GI TAC Workshop	February 2017.
C.1.6 Review full TAC draft of model guidelines and standards and provide comments to SMCWPPP.	Prepare draft model documents.	June 2017.
C.1.7 Approve final comprehensive draft of the model guidelines and standards.	Prepare final model documents.	November 2017.
<p>C.2 Revise existing guidelines, standard specifications, design details, departmental procedures, etc. as needed given the implementation approach for specific Permittees.</p>		

C.2.1 Use web-based platform, provided by SMCWPPP as jurisdiction resource for revising various guidelines and standards documents.	Support per member agency request.	Nov. 2017 thru Feb. 2018.
C.2.2 Provide feedback to SMCWPPP regarding utility of web-based resource platform.	Revise model documents, as needed.	By end of February 2018.
C.2.3 Finalize Permittee specific development of guidelines and standards; Permittees may choose to adopt the model guidelines and standards.	Support per member agency request.	Start mid-May 2018 and finish approval/adoption by September 30, 2019.

D. Develop requirements for design of projects to meet hydromodification sizing requirements or other accepted sizing requirements

- Provision C.3.j.i.(2)(g): *...projects be designed to meet the treatment and hydromodification sizing requirements in Provisions C.3.c. and C.3.d. For street projects not subject to Provision C.3.b.ii. (i.e., non-Regulated Projects), Permittees may collectively propose a single approach with their Green Infrastructure Plans for how to proceed should project constraints preclude fully meeting the C.3.d sizing requirements.*

Member Agency Tasks	SMCWPPP Support	Timeframe
D.1 Work through SMCWPPP and its GI TAC to coordinate with the BASMAA Development Committee's work on a single approach for how to proceed should project constraints preclude fully meeting the C.3.d sizing requirements.		
D1.1 Review BASMAA draft recommendations on single approach, <u>not related</u> to hydromodification, through SMCWPPP GI TAC; provide comments to BASMAA and their consultants.	Provide GI TAC with comments on BASMAA draft single approach.	SMCWPPP review, est. April 2017. GI TAC review, est. May 2017
D.1.2 Review BASMAA draft recommendations on single approach, <u>related</u> to hydromodification, through SMCWPPP GI TAC; provide comments to BASMAA and their consultant.	Provide GI TAC with comments on BASMAA draft single approach.	SMCWPPP review, est. mid--March thru April 2018. GI TAC review, est. May 2018.
D.1.3 Integrate final single approach from BASMAA into GI Plan.	Support per member agency request.	Begin in est. August 2018.

E. Planning document update, summary of updates, and workplan for future plans

- Provision C.3.j.i.(2)(h): *A summary of the planning documents the Permittee has updated or otherwise modified to appropriately incorporate green infrastructure requirements. Permittees are expected to complete these modifications as a part of completing the Green Infrastructure Plan, and by not later than the end of the permit term.*
- Provision C.3.j.i.(2)(i): *To the extent not addressed above [in (h)], a workplan identifying how the Permittee will ensure that green infrastructure and low impact development measures are appropriately included in future plans (e.g., new or amended versions of the kinds of plans listed above).*

Member Agency Tasks	SMCWPPP Support	Timeframe
E.1 Work through SMCWPPP through the GI TAC to develop model planning document update language.		
E.1.1 Permittees provide existing planning documents to SMCWPPP for review.	Document and review planning documents.	Task complete.
E.1.2 Review draft model plan update materials from SMCWPPP.	Prepare model plan update report.	Begin review and comment December 2016. Provide final comment in 2nd week of January 2017.
E.1.3 Begin utilizing final model planning update materials to revise Permittee-specific documents; see below for further details.	Finalize model plan update report. Support per member agency request.	June 2017.
E.2 Make modifications to Permittee--specific planning documents.		
E.2.1 Make needed modifications to planning documents that are currently being updated or created, <u>for other purposes</u> , during the preparation of development of model language, to the extent feasible.	Support per member agency request.	Work of priority/in-progress plans can begin in January 2017 using draft model language and complete for inclusion in the GI Plan.

E.2.2 Draft modifications or updates to each existing planning document, needing this effort, to appropriately incorporate green Infrastructure requirements.	Support per member agency request.	Start in June 2017 and complete with enough time to allow for public review and approval/adoption process.
E.2.3 Take modified or updated planning documents through necessary public review and approval/adoption processes; see below related to future planning documents.	Support per member agency request.	Begin in Fall 2017 (or sooner) and complete prior to end of the permit term (December 31, 2020).
E.3 Develop a summary of planning documents that have been updated or modified to incorporate green Infrastructure requirements and improvements.		
E.3.1 Draft summary of modifications made to planning documents as they move through the approval/adoption process, and integrate into Green Infrastructure Plan.	Support per member agency request.	Begin during or before FY 17-18 and complete “these modifications as a part of completing the Green Infrastructure Plan, and by not later than the end of the permit term”.
E.4 Develop a workplan for on-going integration of language to incorporate green Infrastructure requirements in future planning documents.		
E.4.1 Work with SMCWPPP through the GI TAC to develop model language for appropriate policies and/or procedures to ensure language is integrated into future documents.	Develop Model Language.	GI TAC review April 2017.
E.4.2 Draft Permittee--specific policies and/or procedures.	Support per member agency request.	Start in June 2017 and complete with enough time to allow for public review and approval/adoption process.
E.4.3 Take Permittee--specific policies and/or procedures through necessary public review and approval/adoption processes.	Support per member agency request.	Begin in Fall 2017 (or sooner) and complete for inclusion in the GI Plan.
E.4.4 Summarize Permittee--specific policies and/or procedures and their approval/adoption in Permittee’s GI Plan.	Support per member agency request.	Begin in Fall 2017 (or sooner) and complete for inclusion in the GI Plan.

F. Workplan for completion of prioritized projects

- Provision C.3.j.i.(2)(j): *A workplan to complete prioritized projects identified as part of a Provision C.3.e Alternative Compliance program or part of Provision C.3.j Early Implementation.*

Member Agency Tasks	SMCWPPP Support	Timeframe
F.1 Determine need for SMCWPPP support to member agencies for this task.		
F.1.1 Discussions at GI TAC regarding potential for support and definition of scope, if needed.	Prepare for and facilitate GI TAC discussions.	Discussed with GI TAC during April 2017 meeting.
F.2 Preparation of Permittee--specific workplan to complete prioritized projects.		
F.2.1 Develop and integrate into GI Plan for adoption.	To be determined.	Begin during FY 17--18 and complete for inclusion in the GI Plan.

G. Evaluation of Funding Options

- Provision C.3.j.i.(2)(k): *An evaluation of prioritized project funding options, including, but not limited to: Alternative Compliance funds; grant monies, including transportation project grants from federal, State, and local agencies; existing Permittee resources; new tax or other levies; and other sources of funds.*

Member Agency Tasks	SMCWPPP Support	Timeframe
G.1 Determine need for SMCWPPP support to member agencies for this task.		
G.1.1 Discussions with GI TAC regarding potential for support and definition of scope.	Prepare for and facilitate GI TAC discussions.	Discussed with GI TAC during February and May 2017 meetings.

G.1.2 Begin efforts on this work item.	To be determined.	Begin during FY 17--18.
G.2 Preparation of Permittee--specific evaluation of funding options for inclusion in each Permittee's Green Infrastructure Plan.		
G.2.1 Develop and integrate into GI Plan for adoption.	Support per member agency request.	Begin during FY 17--18 and complete for inclusion in the GI Plan.

H. Adopt other policies, ordinances, and/or other legal mechanisms to ensure Green Infrastructure Plan implementation

- Provision C.3.j.i.(3): *Adopt policies, ordinances, and/or other appropriate legal mechanisms to ensure implementation of the Green Infrastructure Plan in accordance with the requirements of this provision.*

Member Agency Tasks	SMCWPPP Support	Timeframe
H.1 Determine need for SMCWPPP support to member agencies for this task.		
H.1.1 Discussions with GI TAC regarding potential for support and definition of scope.	Prepare for and facilitate GI TAC discussions.	Discussed with GI TAC during January 2017 and May 2017 meetings.
H.1.2 Begin implementing SMCWPPP support on this work item.	To be determined.	During FY 17-18 in coordination with development of draft model planning update materials.
H.2 Preparation and adoption of Permittee--specific policies, ordinances, and/or other legal mechanisms to ensure Green Infrastructure Plan implementation.		
H.2.1 Develop and integrate into GI Plan for adoption.	Support per member agency request.	Begin during FY 17-18 and complete for inclusion in the GI Plan.1

1. Conduct outreach and education with public, staff, and elected officials

- Provision C.3.j.i.(4): *Conduct outreach and education in accordance with the following:*
 - (a) *Conduct public outreach on the requirements of this provision, including outreach coordinated with adoption or revision of standard specifications and planning documents, and with the initiation and planning of infrastructure projects. Such outreach shall include general outreach and targeted outreach to and training for professionals involved in infrastructure planning and design.*
 - (b) *Train appropriate staff, including planning, engineering, public works maintenance, finance, fire/life safety, and management staff on the requirements of this provision and methods of implementation.*
 - (c) *Educate appropriate Permittee elected officials (e.g., mayors, city council members, county supervisors, district board members) on the requirements of this provision and methods of implementation.*

Member Agency Tasks	SMCWPPP Support	Timeframe
1.1 Conduct public outreach through the efforts being defined in the Five--Year Public Education and Outreach Strategic Plan.		
1.1.1 Review and finalize the Five--Year Public Education and Outreach Strategic Plan.	Prepare draft and final strategic plan.	Began in 3rd quarter of FY 16/17.
1.1.2 Implement the Five--Year Public Education and Outreach Strategic Plan as a coordinated SMCWPPP and member agency effort.	On--going support of member agency efforts. Implementation of countywide efforts.	Currently and throughout the permit period.
1.2 Determine scope of SMCWPPP efforts in supporting training of member agency staff, and implement support.		
1.2.1 Discussions with GI TAC regarding potential for support and definition of scope.	Prepare for and facilitate GI TAC discussions.	Prepare for and facilitate GI TAC discussions.
1.2.2 Implement support of training of member agency staff.	On--going support of member agency efforts. Implementation of countywide efforts.	Began in 4th quarter of FY 16-17.
1.3 Determine scope of SMCWPPP efforts in supporting educating member agency elected officials, and implement support.		

1.3.1 Discussions with GI TAC regarding potential for support and definition of scope.	Prepare for and facilitate GI TAC discussions.	Discussed with GI TAC during May 2017 meeting.
1.3.2 Implement support of education of member agency elected officials.	On--going support of member agency efforts. Implementation of countywide efforts. On--going support of member agency efforts. Implementation of countywide efforts.	Began in 4th quarter of FY 16-17.

J. Report on Green Infrastructure Planning Efforts

Provision C.3.j.i.(5): Report on Green Infrastructure Planning; and several other provisions and related GIP Workplan elements discussed earlier in this outline.

Member Agency Tasks	SMCWPPP Support	Timeframe
J.1 Each Permittee shall submit documentation in the 2017 Annual Report that its framework or workplan for development of its Green Infrastructure Plan was approved by its governing body, mayor, city manager, or county manager.	Support per member agency request.	Complete GIP Workplans by June 30, 2017 and submit as part of 2017 Annual Report by September 30, 2017.
J.2 Each Permittee shall submit its completed Green Infrastructure Plan with the 2019 Annual Report.	Support per member agency request.	Complete by June 30, 2019, and submit by September 30, 2019 as part of 2019 Annual Report.
J.3 Each Permittee shall submit documentation of its legal mechanisms to ensure implementation of its Green Infrastructure Plan with the 2019 Annual Report. [related to Provision C.3.j.i.(3), see section H above.]	Support per member agency request.	Complete by June 30, 2019, and submit as part of 2019 Annual Report by September 30, 2019.

<p>J.4 Each Permittee shall submit a summary of its outreach and education efforts in each Annual Report.</p>	<p>Support per member agency request.</p>	<p>Complete and submit by September 30th of each permit term year: 2016 through 2020.</p>
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Stormwater Industrial/Commercial Business Inspection Plan

City of Brisbane

July 27, 2017



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Attachments

Attachment A	San Mateo County Environmental Health Hazardous Materials Notification Form
Attachment B	Industrial & Commercial Business Stormwater Pollution Prevention
Attachment C	State Stormwater Industrial General Permit NOI Facility List Retrieval Procedure

1.0 Introduction

This Industrial and Commercial Business Inspection Plan (BIP) serves as the City's prioritized inspection work plan that the City will implement to comply with San Francisco Bay Municipal Regional Stormwater Permit (MRP) NPDES Order No. R2-2015-0049 (Permit No. CAS612008).

In addition to the MRP BIP requirements, this document describes how the City meets other requirements in Provision C.4 including legal authority, identifying facilities that may need coverage under the Statewide Industrial Permit, inspections, record keeping and reporting.

Under a Memorandum of Agreement with the County of San Mateo (herein referred to as County) the County may perform stormwater inspections at facilities located within the City's jurisdiction. These inspections are at facilities already being inspected by County Environmental Health (CEH) under another regulatory program, unless otherwise specified under the Agreement. The County has advised that it will no longer complete these inspections after December 31, 2017.

1.1 Legal Authority

The City has legal authority to carry out the requirements of the MRP. Specifically, the City has the authority to inspect, require effective stormwater pollutant control, and implement progressively stricter enforcement to achieve expedient compliance and pollutant abatement for industrial and commercial sites within its jurisdiction. This authority is found in Brisbane Municipal Code Chapter 13.06, which is included in Appendix A.

Any entity contracted by the City to conduct commercial and industrial stormwater inspections operates under the City's legal authority described above.

1.2 Regulatory Requirements

The MRP includes specific requirements for Permittee's implementation of a stormwater pollution prevention inspection program for industrial and commercial facilities. The MRP includes specific requirements for identifying applicable businesses by their Standard Industrial Classification (SIC) Code and/or functional aspects of the business and requires facility inspection prioritization, based on the potential for stormwater discharge pollution.

Provision C.4.b.ii.(2) specifies that the BIP shall contain the following information:

1. A description of the process for prioritizing inspections and inspection frequency;
2. Geographical areas to be targeted for inspections due to high potential for stormwater pollution;
3. A more frequent inspection schedule assigned to the highest priority facilities per Provision C.4.b.ii.(1);
4. An appropriate inspection frequency assigned for each industrial and commercial facility, based on the priority established in C.4.b.ii(2)(a) ;
5. A mechanism to include new businesses that warrant inspections;
6. A total number and list of all industrial and commercial facilities (updated annually) requiring inspections, based on prioritization criteria established in Provision C.4.b.ii.(2)(a); and
7. A list of facilities scheduled for inspection each fiscal year of the MRP permit term. This list will be updated at the beginning of the fiscal year and will supplement previous years' inspection lists.

2.0 City Stormwater Inspection Program

In the City of Brisbane, Public Works is responsible for ensuring that the City meets the requirements of the MRP Provision C.4 Industrial/Commercial Site Control Program. The City also participates in the San Mateo Countywide Water Pollution Prevention Program (SMCWPPP) – a partnership with the City/County Association of Governments of San Mateo County (C/CAG), and each incorporated city and town in the county. Through SMCWPPP, the City receives additional MRP compliance support.

2.1 City Responsibility

The City is responsible for conducting the commercial and industrial facility stormwater inspections for all facilities that require stormwater inspections. The City may choose to utilize a contractor to conduct some or all of the inspections.

2.2 Contract Agreement with the County of San Mateo

The City maintains a Memorandum of Agreement with the County that is expected to expire December 31, 2017. The City/County Agreement identifies what stormwater inspections the County will perform as the contractor. Inspections are performed by County Environmental Health (CEH) staff during routine inspections at facilities that are already being inspected by CEH under their Consumer Protection Division (CPD) or Hazardous Materials Division (CUPA).

The CPD inspects retail food facilities including, restaurants, bakeries, markets, mobile food trucks and carts, cottage food enterprises, temporary food facilities, and farmer’s markets. The CPD also inspects public swimming pools and spas.

CUPA inspections are performed for facilities that fall into any of the following activities:

1. Store hazardous materials at quantities that require a Hazardous Materials Business Plan (HMBP);
2. Generate and/or treat hazardous waste on-site;
3. Utilize an underground storage tank(s) for hazardous materials storage;
4. Store petroleum products in an aboveground storage tank(s) over 1,320 gallons; and/or
5. Store specific chemicals that trigger “high hazard” community planning (California Accidental Release program – Risk Management Plan).

The CUPA inspects many commercial businesses, research and development facilities, high technology and biological manufacturing campuses, farm and agriculture operations, and industrial facilities. Examples of regulated businesses include automotive repair shops, dry cleaners, carpet cleaning companies, plating shops, metal recycling yards, airline maintenance and manufacturing, corporation yards, and quarries. The CUPA also regulates waste tire storage facilities.

The County contracts with a number of cities in San Mateo County to perform stormwater inspections. The purpose of contracting with cities is threefold: 1) CEH staff already visits a vast majority of facilities within the cities and towns for other mandated program inspections; 2) most cities do not have the resources to implement the industrial and commercial stormwater inspection program without committing significant resources; and 3) by conducting the stormwater inspection on behalf of the cities during other routine inspections it minimizes the impact on the facility.

CEH staff conducts one routine and one follow up inspection, as needed, at the identified facilities. If stormwater compliance issues cannot be resolved during the follow-up inspection, the issue is referred to the City for further enforcement action. The timelines for referrals and follow-up inspections are detailed in the City's Enforcement Response Plan (ERP).

3.0 Facility Inventory

The industrial and commercial facility inventory is based on several resources to identify businesses that could reasonably be considered to cause or contribute to stormwater runoff pollution. The MRP lists specific types of businesses that need to be inspected and specific business activities that should be considered when developing an inventory.

3.1 Facility Categorization

The MRP has identified that the following categories of industrial and commercial facilities have a reasonable likelihood to be sources of pollutants to stormwater and non-stormwater discharges:

1. Industrial facilities, as defined in 40 CFR 122.26(b)(14), including those subject to the Statewide NPDES General Permit, for Stormwater Discharges Associated with Industrial Activity (the Industrial General Permit, or IGP¹);
2. Vehicle salvage yards;
3. Metal and other recycled materials collection facilities, and waste transfer facilities;
4. Vehicle mechanical repair, maintenance, fueling, or cleaning facilities;
5. Building trades central facilities or yards (corporation yards);
6. Nurseries and greenhouses;
7. Building material retailers and storage;
8. Plastic manufacturers; and
9. Other facilities designated by the Permittee or Water Board to be reasonably likely to contribute to stormwater runoff pollution.

Businesses that do not fall into one of the categories above may be identified as reasonably likely to contribute to stormwater runoff pollution due to having one of the following functional aspects:

1. Outdoor process and manufacturing areas;
2. Outdoor material storage areas;
3. Outdoor waste storage and disposal areas;
4. Outdoor vehicle and equipment storage and maintenance areas;
5. Outdoor wash areas;
6. Outdoor parking areas and access roads;
7. Outdoor drainage from indoor areas;
8. Rooftop equipment;
9. Contaminated and erodible surface areas; and
10. Other sources determined by the Permittee or the Water Board to have a reasonable potential to contribute to pollution of stormwater runoff.

¹ http://www.waterboards.ca.gov/water_issues/programs/stormwater/docs/industrial/2014indgenpermit/atta.pdf

For example, Food Service Establishments have outdoor waste storage and disposal areas (e.g., tallow bins).

3.2 Facility Inventory Methods

The narrative provided below provides detailed information for the decision matrix shown in Figure 1. Figure 2 reflects the anticipated matrix after the County ceases conducting stormwater inspections 12/31/17.

- The City requires all businesses operating within the city limits to obtain a valid City business license. In late December of each year, the City's Finance staff sends a renewal notice to each business that is currently on the business license roster. Along with that reminder notice, the city includes the San Mateo County Environmental Health (SMCEH) Hazardous Material Notification Form (Attachment A), and the City's Industrial & Commercial Business Stormwater Pollution Prevention questionnaire (Attachment B). (These forms are also provided to any business license applicants during the regular year). The completed forms are forwarded by Finance to the City's Stormwater Coordinator. The Coordinator forwards the SMCEH forms to the SMCEH Coordinator.
- Approximately mid-February of each year, the city's Finance staff produces a business license holder list that is provided to the Coordinator. The Coordinator then reviews the city's previous years' inspection lists and adds or removes previously inspected businesses based on their inspection frequency generated during the inspection.
- The Coordinator then crosschecks this list of license holders with the list of facilities that require inspection through County CDP or CUPA programs. After County ceases to perform stormwater inspections in Brisbane, businesses identified by CDP or CUPA programs but not on the business license list will be added to the city's DRAFT list. This list forms the basis of businesses that may require inspection, and is the DRAFT Inspection List.
- If a business is on the SMCEH potential facilities list but not in the city's DRAFT Inspection List, then that business' contact information is forwarded to City Finance for follow-up regarding the requirements for a city business license.
- If a business is listed on the DRAFT Inspection List and the SMCEH list of potential facilities, then that business will be prioritized for inspection and inspected by SMCEH per their established operating procedures and plans. After County ceases to perform stormwater inspections in Brisbane these businesses will be prioritized for inspection per Brisbane's BIP. The City Stormwater Coordinator has reviewed SMCEH's current Business Inspection Plan.
- The City will annually review the Water Board's Storm Water Multiple Application and Report Tracking System (SMARTS) website to identify facilities with an active Notice of Intent (NOI) for coverage under the State's Industrial Stormwater General Permit (IGP). Refer to Attachment C.
- The next "check" city staff will perform is to see if the business answered "yes" to any of the questions on Attachment B (city stormwater questionnaire). If yes, then the business description will be reviewed to determine if SMCEH is a more appropriate inspecting authority. If that is the case, the business will be referred to SMCEH. If SMCEH accepts inspection responsibility, then they will prioritize/inspect that business. After County ceases to perform stormwater inspections in Brisbane, businesses identified will be added to the city's DRAFT Inspection List.

- If the business description does not indicate that SMCEH is the appropriate inspector, or if SMCEH makes that determination, then the city will add this business to the city's Draft Inspection List and review this business to determine if the business has characteristics that create the possibility for the pollution of stormwater runoff. If that possibility exists, the business is retained on the DRAFT Inspection List. If the possibility does not exist, then the business is removed from the DRAFT Inspection List.
- The next "check" city staff will perform is to see if the business is scheduled for inspection by the North County Fire Authority Fire Prevention Bureau (NCFAPB) (which typically handles the more complex inspections, as opposed to the inspections assigned to the fire companies for routine verification of fire extinguishers, exit route signage, etc.) If yes, then the business description will be reviewed to determine if SMCEH is a more appropriate inspecting authority. If that is the case, the business will be referred to SMCEH. If SMCEH accepts inspection responsibility, then they will prioritize/inspect that business. After County ceases to perform stormwater inspections in Brisbane, businesses identified will be added to the city's DRAFT Inspection List.
- If the business description does not indicate that SMCEH is the appropriate inspector, or if SMCEH makes that determination, then the city will review this business to determine if the business has characteristics that create the possibility for the pollution of stormwater runoff. If that possibility exists, the business is retained on the city's DRAFT Inspection List. If the possibility does not exist, then the business is removed from the city's DRAFT Inspection List.
- Staff will check to see if the business returned the required stormwater questionnaires (Attachments A and B). If no, then the business description will be reviewed to determine if SMCEH is a more appropriate inspecting authority. If that is the case, the business will be referred to SMCEH. If SMCEH accepts inspection responsibility, then they will prioritize/inspect that business. After County ceases to perform stormwater inspections in Brisbane, businesses identified will be added to the city's DRAFT Inspection List.
- If the business description does not indicate that SMCEH is the appropriate inspector, or if SMCEH makes that determination, then the city will review this business to determine if the business has characteristics that create the possibility for the pollution of stormwater runoff. If that possibility exists, the business is retained on the city's DRAFT Inspection List. If the possibility does not exist, then the business is removed from the city's DRAFT Inspection List.
- Finally, city staff will review the business description to see if it is inconsistent with the answers provided to any of the questions on Attachment B (city stormwater questionnaire). If yes, then the business description will be reviewed to determine if SMCEH is a more appropriate inspecting authority. If that is the case, the business will be referred to SMCEH. If SMCEH accepts inspection responsibility, then they will prioritize/inspect that business. After County ceases to perform stormwater inspections in Brisbane, businesses identified will be added to the city's DRAFT Inspection List.

- If the business description does not indicate that SMCEH is the appropriate inspector, or if SMCEH makes that determination, then the city will review this business to determine if the business has characteristics that create the possibility for the pollution of stormwater runoff. If that possibility exists, the business is retained on the city's DRAFT Inspection List. If the possibility does not exist, then the business is removed from city's the DRAFT Inspection List.
- If the business description is consistent with the answers provided on the questionnaire, and the business has not previously been assigned for prioritization/inspection by the City or SMECH, and the business has no possibility to pollute stormwater (e.g., a single-person architect design firm working out of a residential address), the business is removed from the DRAFT Inspection List.

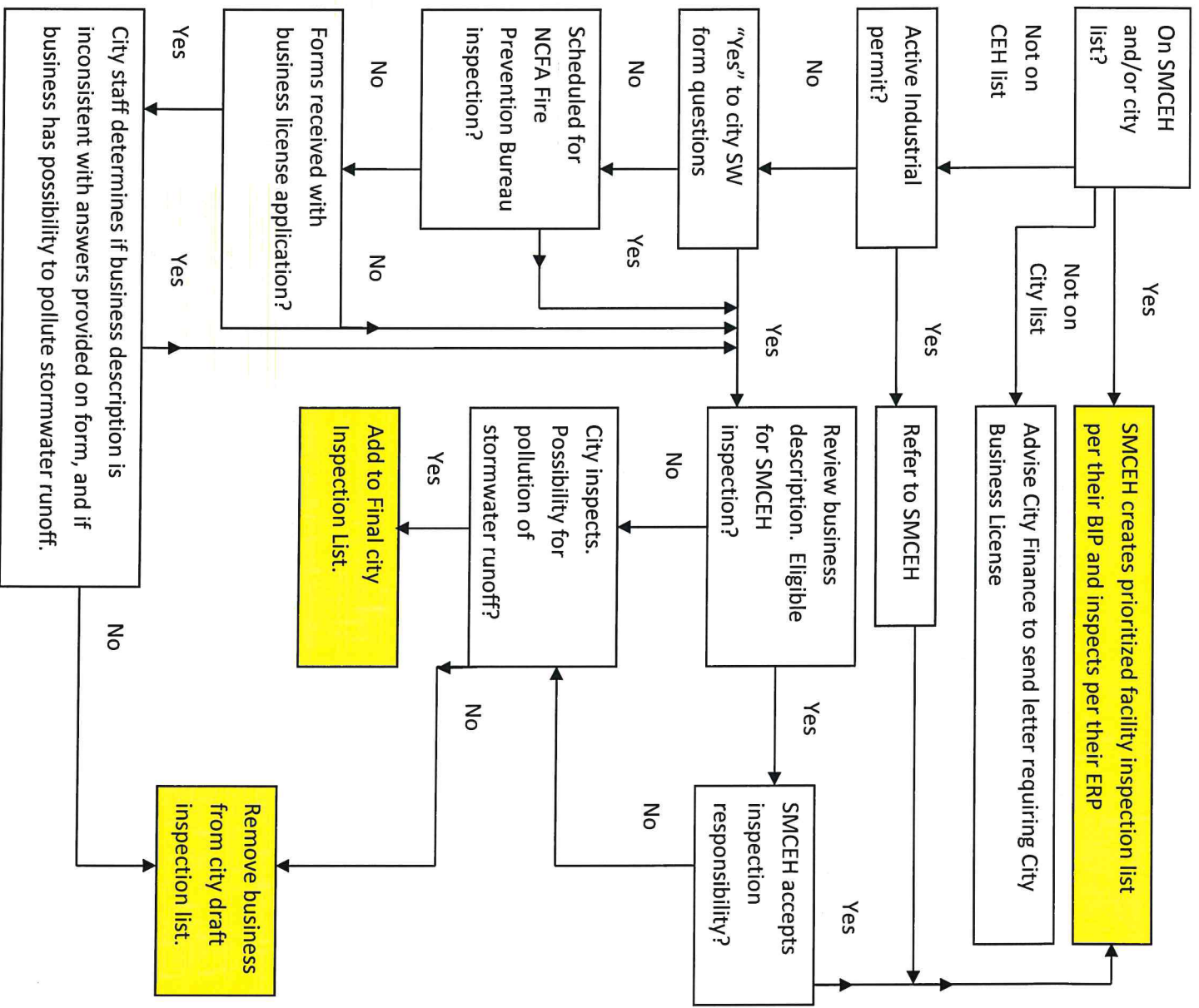


FIGURE 1 (until 12/31/17)

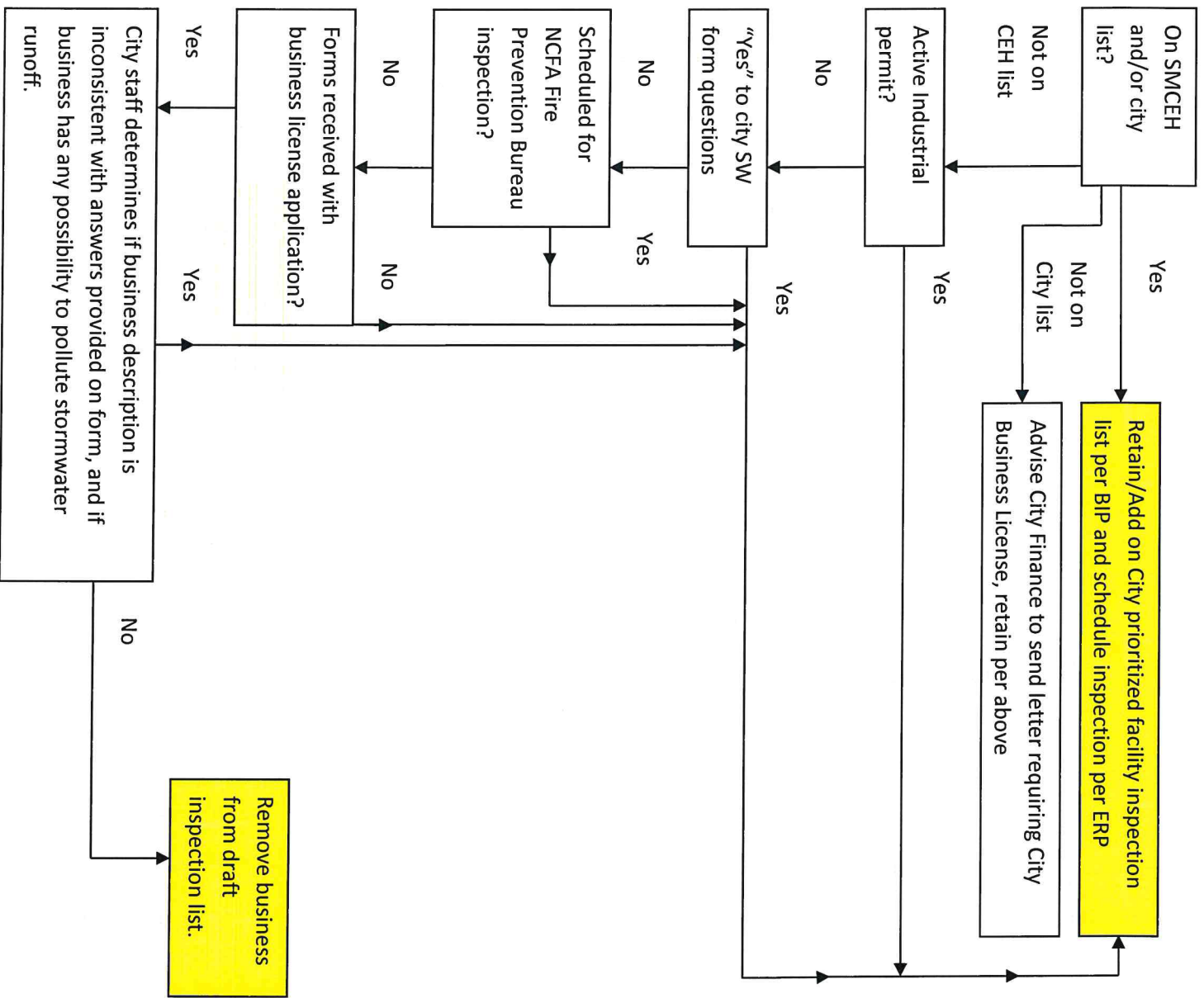


Figure 2 (post 12/31/2017)

Appendix B includes the list of active inspection sites. Appendix C includes the list of facilities scheduled for inspection each fiscal year of the MRP permit term.

3.3 Inspection Prioritization and Frequency

The MRP requires that each business in the inventory be assigned an inspection priority based on “the potential for water quality impact, using criteria such as pollutant sources on site, pollutants of concern, proximity to a water body, violation history of the facility, and other relevant factors” (C.4.b.ii.(1)). The MRP also requires establishing an appropriate inspection frequency based on inspection priority and relevant geographical areas.

3.3.1 Inspection Prioritization

The City prioritizes inspections based on the MRP criterion addressing the facility’s potential for contributing to stormwater runoff pollution. Industrial and commercial facilities with the functional aspects and types described above, and other facilities identified by the Permittees as reasonably likely to contribute to pollution of stormwater for water quality impact, are prioritized using criteria such as:

- pollutant sources on site
- pollutants of concern
- proximity to a water body
- potential and actual discharge history of the facility
- other relevant factors

The City uses three priorities for inspection: high; medium; and low.

High Priority Inspections (once every year)

1. Businesses that are subject to the IGP. Facilities that file a No Exposure Certification (NEC) may be moved to the Low Priority category.
2. Any Business that scored 3 or more on the Standard Stormwater Facility Inspection Report during the previous years’ inspection.
3. Any Business receiving a Notice of Violation during the previous inspection or with in the last fiscal year.
4. Any business that has been issued an enforcement action and corrective actions were not implemented in a timely manner (within 10 business days, or a reasonable time frame, but prior to the next rain event). Any business that has been found to have a potential/actual stormwater discharge until an annual inspection shows no potential/actual discharge. Once the facility has been in compliance for a year it will be moved back to a lower priority.

Medium Priority Inspections (every 2 years)

1. Any Business that scored a 2 on the Standard Stormwater Facility Inspection Report during a previous inspection.
2. Retail food facilities and hazardous materials storage and hazardous waste generation facilities that do not meet the high priority criteria identified above or the low priority criteria below. *[Inspected by County until December 31,2017]*
3. Industrial and commercial facilities identified by the City based on the potential for a non-stormwater discharge. Until December 31, 2017, these would typically be facilities that are inspected by the County.

Low Priority Inspections (every 5 years)

1. Any business that scored a 1 on the Standard Stormwater Inspection Report during a previous inspection.
2. Retail food facilities and hazardous materials storage and hazardous waste generation facilities that have effective BMPs and have a shared waste area with neighboring businesses and are deemed to have a low potential for non-stormwater discharges. These facilities typically are in a strip mall or light industrial park where inspection of one facility allows observation of many facilities. The primary functional aspects for potential discharge are outside parking areas and outdoor trash storage. While the individual facilities are inspected at the lowest frequency, the shared area is inspected on a higher frequency, based on the number of facilities sharing a common area that are scheduled for inspection during different fiscal years. This approach does not preclude the inspection staff from citing any facility within the shared area during the stormwater inspection of another facility.
3. Businesses that are subject to the IGP and have filed a No Exposure Certification (NEC).

3.3.2 Inspection Frequency

Inspection frequencies are generally assigned to facilities by the inspection priority. High priority sites are inspected annually, medium priority sites are inspected once every two years and low priority sites are inspected once every five years.

The inspection frequencies for each facility category are identified in Table 1. The list of inspections planned for the current fiscal year is included in Appendix C. This list will be updated annually.

3.4 Statewide Industrial General Permit Facilities

Facilities that are under the IGP program are regulated directly by the State Water Resources Control Board. Regulated facilities must obtain permit coverage by filing a Notice of Intent (NOI) and submitting a Storm Water Pollution Prevention Plan (SWPPP) or No Exposure Certification (NEC) to the Water Board. The City is required to identify any facilities that require coverage under the IGP, but have not filed an NOI with the State and refer those facilities to the Water Board. During inspections the City

requests to see the SWPPP for facilities that appear to meet the definition of an industrial facility, as described in Appendix A of the IGP². Facilities that appear to require coverage under the IGP and are not listed in the SMARTS³ database are referred to the Regional Water Board annually.

Table 1 Inspection Frequency by Facility Category

Category	Examples	Description	Inspection Priority	Inspection Frequency	Inspection Agency
Notice of Intent (NOI) Facilities	Quarries, transportation facilities, wineries	Facilities defined in 40 CRF 122.26(b)(14)	Medium	Every 2 Years	County CUPA or City
Vehicle salvage Yards	Auto dismantlers, junk yards, used car part "pick & pull" facilities	Motor vehicle disassembly for collection, redistribution, or parts scrapping	Medium	Every 2 Years	County CUPA or City
Metal / recycling Yards	Scrap metal recycling and recovery specialists	Dismantling, sorting, distribution or assembling of scrap and waste materials	Medium	Every 2 Years	County CUPA or City
Vehicle mechanical repair / refueling	Gas stations, auto repair, auto body, car lots	Cleaning, fueling, repairing, or selling automobiles	Medium	Every 2 Years	County CUPA or City
Construction yards and corporate yards	Trade yards, construction and municipal yards (including parks), equipment rental	Construction, municipal, or recreational equipment and material storage yards, including equipment rental yards	Medium	Every 2 Years	County CUPA or City
Nurseries & greenhouses	Agricultural facilities, commercial greenhouses	Crop production, farm operations, horticultural and floricultural activities	Medium	Every 2 Years	County CUPA or City
Building material retailers / storage	Lumber and building supply/retailers, hardware distribution	Storage and retail sales of construction equipment materials for building supplies	Medium	Every 2 Years	County CUPA or City
Plastic manufacturing	Manufacturing plants	Production of synthetic fibers, chemical products, and related components	Medium	Every 2 Years	County CUPA or City
Food facilities	Restaurants, food service facilities, mobile food trucks	Restaurants, food preparation, and serving	Medium	Every 2 Years	County CDP or City
Dry cleaners	plant-on-premises	Dry cleaners and laundry services, commercial and industrial	Medium	Every 2 Years	County CUPA or City
Other facilities	Veterinary hospitals, electronics manufacture, biotech, research and development, kennels, stables, wholesale greenhouses, wholesale nurseries, small nursery retailers, small fleet services, small stone/tile/marble/granite fabricators/cutters	Any facility or business with activities that may pose a threat to stormwater quality	Low	Every 5 years	City
Notice of Intent (NOI) Facilities that have filed a No Exposure Certification (NEC)	Manufacturing	Facilities defined in 40 CRF 122.26(b)(14)	Low	Every 5 years	City
Facilities in a common area (strip malls /	Varies	Any combination of retail establishments- restaurants,	Low	Every 5 years	County CDP/CUPA or

² http://www.waterboards.ca.gov/water_issues/programs/stormwater/docs/Industrial/2014indgenpermit/atta.pdf

³ <https://smarts.waterboards.ca.gov/smarts/faces/SwSmartsLogin.xhtml;jsessionid=z7fNs-U8CqNcAkOPsqZt4BMmi.smarts4>

Category	Examples	Description	Inspection Priority	Inspection Frequency	Inspection Agency
light industrial)		dry cleaners, etc.			City

3.5 Periodic Inventory Review (New Businesses)

The City will update the inventory annually as required by Provision C.4. b.ii.(2). These updates will be based on review of the SMARTS database, businesses found by inspectors during routine field activities, City's current business license list, NCFAPFB inspection list and SMCEH inspection list.

The updated list is included in Appendix B.

3.6 Record Keeping

Electronic data tracking requirements identified in Provision C.4.b.ii.(2)(d) of the MRP will be kept in tabular format available for Water Board review. This data will be kept for each facility and will include the following minimum information:

1. Business name;
2. Business address;
3. Local business operator name;
4. Business activity or pollutant source identified in Provision C.4.b.ii.(1)(a) – See Section 3.0 above;
5. SIC Code (if provided);
6. Inspection Priority and inspection frequency; and
7. Coverage under the State's Industrial General Permit is required for the facility.

There are additional data tracking requirements for inspection information identified in Provision C.4.d.ii(2) of the MRP. This data will also be kept in tabular format available for Water Board review. At a minimum it will include the following information:

1. Site inspected;
2. Inspection date;
3. Industrial General Permit coverage required;
4. Compliance status;
5. Specific problems;
6. Type of enforcement if applicable;
7. Problem resolution date; and
8. Additional comments.

There is also inspection information that must be collected in order to meet the Annual Reporting requirements in MRP Provision C.4.d.iii including if there was an actual or potential non-stormwater discharge.

3.6.1 City Record Keeping

The City keeps the business and inspection information collected for the facilities inspected by City staff in an Excel table. Records are kept for a minimum of five years or the permit term.

3.6.2 Records Received from County Inspections or other Contracted Entities

The County provides inspection records of stormwater inspections conducted by CEH to the City quarterly. The inspection records are provided in an Excel Workbook. These records and the records provided by any other contracted entity will be retained for a minimum of five years or the permit term.

APPENDICES

APPENDIX A

City of Brisbane Municipal Code Chapter 13.06 Stormwater Management and Discharge Control

13.06.010 - Title.

The ordinance codified in this chapter shall be known as the "City of Brisbane Storm Water Management and Discharge Control Ordinance" and may be so cited.

(Ord. 407 § 3(part), 1996; Ord. 392 § 2(part), 1994).

13.06.020 - Purpose and intent.

The purpose of this chapter is to ensure the future health, safety, and general welfare of the city of Brisbane's citizens by:

- A. Eliminating nonstorm water discharges to the municipal separate storm sewer;
- B. Controlling the discharge to municipal separate storm sewers from spills, dumping or disposal of materials other than storm water;
- C. Reducing pollutants in storm water discharges to the maximum extent practicable.

The intent of this chapter is to protect and enhance the water quality of our watercourses, water bodies, and wetlands in a manner pursuant to and consistent with the Clean Water Act.

(Ord. 407 § 3(part), 1996; Ord. 392 § 2(part), 1994).

13.06.030 - Construction and application.

This chapter shall be construed to assure consistency with the requirements of the federal Clean Water Act and acts amendatory thereof or supplementary thereto, applicable implementing regulations, and NPDES Permit No. CA0029921 and any amendment, revision or reissuance thereof.

(Ord. 407 § 3(part), 1996; Ord. 392 § 2(part), 1994).

13.06.040 - Definitions.

Any terms defined in the federal Clean Water Act and acts amendatory thereof or supplementary thereto, and/or defined in the regulations for the storm water discharge permitting program issued by the Environmental Protection Agency on November 16, 1990 (as may from time to time be amended) as used in this article shall have the same meaning as in that statute or regulations. Specifically, the definition of the following terms included in that statute or regulations are incorporated by reference, as now applicable or as may hereafter be amended: discharge, illicit discharge, pollutant, and storm water. These terms and the following words shall have the meanings ascribed to them in this section:

- A. Authorized Enforcement Official. When used in this chapter, the following city officials are "authorized enforcement officials": Director of public works/city engineer; city manager; building and planning director; fire chief and their authorized designees.
- B. Best management practices ("BMPs") means schedules of activities, prohibitions of practices, general good housekeeping practices, pollution prevention practices, maintenance procedures, and other management practices to prevent or reduce the discharge of pollutants directly or indirectly to "waters of the United States." BMPs also include treatment requirements, operating procedures, and practices to control plant site runoff, spillage or leaks, sludge or waste disposal, or drainage from raw material storage.
- C. City means the city of Brisbane.
- D. City storm sewer system means and includes, but is not limited to, those facilities within the city by which storm water may be conveyed to waters of the United States, including any roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, manmade channels or storm drains, which is not part of a publicly owned treatment works (POTW) as defined in 40 CFR § 122.2.
- E. Discharge means any addition of any pollutant to navigable waters from any point source, or any addition of any pollutant to the waters of the contiguous zone or the ocean from any point source other than a vessel or other floating craft.
- F. Illicit discharge means any discharge to the city storm sewer system that is not composed entirely of storm water except discharges pursuant to a NPDES permit and discharges resulting from firefighting activities.
- G. Municipal regional permit means the municipal regional stormwater NPDES (National Pollutant Discharge Elimination System) permit, of which the city is a permittee, issued by the San Francisco Regional Water Quality Control Board, a copy of which is filed in the office of the city clerk, and any amendment, revision or reissuance thereof.
- H. Nonstorm water discharge means any discharge that is not entirely composed of storm water.
- I. Pollutant means dredged soil, solid waste, incinerator residue, sewage, garbage, sewage sludge, munitions, chemical wastes, biological materials, radioactive materials, equipment, rock, sand, cellar dirt and industrial, municipal, and agricultural waste discharge into water.
- J. Premises means any building lot parcel, real estate, or land or portion of land whether improved or unimproved including adjacent sidewalks and parking strips.
- K. Storm water means storm water runoff, snow melt runoff, and surface runoff and drainage.

(Ord. 407 § 3(part), 1996; Ord. 392 § 2(part), 1994).

(Ord. No. 571, § 1, 3-19-12)

13.06.050 - Responsibility for administration.

This chapter shall be administered for the city by the director of public works/city engineer. Where storm drain facilities and/or watercourses have been accepted for maintenance by the San Mateo County Flood Control and Water Conservation District or other public agency legally responsible for certain watercourses, then the responsibility for enforcing the provisions of this chapter may be assigned to such agency, through contract or agreement executed by the city and such agency, with respect to those watercourses for which they have accepted maintenance.

(Ord. 407 § 3(part), 1996; Ord. 392 § 2(part), 1994).

13.06.060 - Storm water charges established.

Pursuant to the provisions of Health and Safety Code Section 5471, the city establishes a system of charges for its storm water drainage system. For the purposes of such system of charges "assessment roll" means the roll upon which general taxes of the city are collected and "annual real property tax statement" means the annual tax statement issued by the county of San Mateo.

(Ord. 407 § 3(part), 1996; Ord. 392 § 2(part), 1994).

13.06.070 - Schedule of charges.

The charges for services furnished by the city may be based upon the class of use or area of parcels as determined by resolution of the city council adopted by a four-fifths vote. Charges shall be assessed on a yearly basis against parcels as set forth in the master fee schedule adopted by resolution of the city council.

(Ord. 407 § 3(part), 1996; Ord. 392 § 2(part), 1994).

13.06.080 - Collection.

All storm water charges hereinabove provided for shall be collected on the official tax assessment roll, together with all regular municipal real property taxes. The charges shall constitute liens upon the particular lots or parcels of land affected and shall be effective at the same time and to the same extent as is provided for by law in the case of property taxes, with like penalties for delinquencies, all provided for by Health and Safety Code Section 5473.5, et seq.

(Ord. 407 § 3(part), 1996; Ord. 392 § 2(part), 1994).

13.06.090 - Special charges.

The city may, upon a proper showing and upon the city council's making a determination in connection therewith, enter into a special written agreement with any industrial or commercial concern providing for the direct payment of storm water charges to the city rather than for the charges to be collected on the tax rolls; provided, however, that in the event of a default, the city shall be entitled to receive from the particular taxpayer the benefit of all applicable penalties for delinquencies and to avail itself of all applicable remedies for the enforcement of collection.

(Ord. 407 § 3(part), 1996; Ord. 392 § 2(part), 1994).

13.06.100 - Finance director report—Notice and hearing.

Annually, on or before the first day of July, it is the duty of the finance director to file with the city clerk a report containing a summary of the annual charges of real property, computed in conformity with the schedule of charges. Thereafter, the city council shall hold a public hearing with respect to the report, after the city clerk has given proper notice.

(Ord. 407 § 3(part), 1996; Ord. 392 § 2(part), 1994).

13.06.110 - Adoption of report.

On or before the tenth day of August of each year, following the final determination of the city council with respect to the annual report, the city clerk shall file with the county auditor a copy of the report with a statement endorsed thereon over the clerk's signature that it has been finally adopted by the city council. The county auditor shall then enter the amounts of the charges against the respective lots of parcels of land as they appear on the then-current assessment roll based upon detailed date provided by the city.

(Ord. 407 § 3(part), 1996; Ord. 392 § 2(part), 1994).

13.06.120 - Additional charges.

The city may adopt fees to provide for the recovery of costs from users of the storm water system. Such fees may include, but are not limited to, permits, monitoring, inspections and surveillance procedures, accidental discharge matters appeals, reimbursement of costs incurred by city for removal of pollutants, and any other fees the city deems necessary to carry out the requirements of this chapter. The applicable fees shall be as set forth in the city's master fee schedule.

(Ord. 407 § 3(part), 1996; Ord. 392 § 2(part), 1994).

13.06.130 - Discharge of pollutants.

The discharge of nonstorm water discharges to the city storm sewer system is prohibited except as provided herein. All discharges of material other than storm water must be in compliance with a NPDES permit issued for the discharge other than NPDES Permit No. CA0029921.

(Ord. 407 § 3(part), 1996; Ord. 392 § 2(part), 1994).

13.06.135 - Discharge of vehicle fluids prohibited.

No person shall park a vehicle on a highway, as defined in Section 360 of the California Vehicle Code, or on private or public property unless the vehicle is maintained so as to prevent unreasonable leakage of oil, water or other fluids from the vehicle onto the highway.

(Ord. No. 610, § 1, 11-3-16)

13.06.140 - Exceptions to discharge prohibition.

The following discharges are exempt from the prohibition set forth in Section 13.04.580:

- A. The prohibition on discharges shall not apply to any discharge regulated under a National Pollutant Discharge Elimination System (NPDES) permit issued to the discharger and administered by the state of California under authority of the United States Environmental Protection Agency; provided, that the discharger is in full compliance with all requirements of the permit and other applicable laws or regulations.
- B. Discharges from the following activities will not be considered a source of pollutants to waters of the United States when properly managed: water line flushing and other discharges from potable water sources, landscape irrigation and lawn watering, irrigation water, diverted stream flows, rising ground waters, infiltration to separate storm drains, uncontaminated

pumped ground water, foundation and footing drains, water from crawl space pumps, air conditioning condensation, springs, individual residential car washings, flows from riparian habitats and wetlands, dechlorinated swimming pool discharges or flows from fire fighting, and accordingly are not subject to the prohibition on discharges.

(Ord. 407 § 3(part), 1996: Ord. 392 § 2(part), 1994).

13.06.142 - Clean-up of spilled or accidentally discharged wastes.

Any person delivering, hauling, disposing, storing, discharging or otherwise handling hazardous materials or potentially polluting substances, solid or liquid, such as, but not limited to the following: fuel oil, gasoline, solvents, industrial liquids or fluids, milk, grease trap and catch-basin wastes, oil or petroleum wastes, shall immediately clean up any such spilled materials or substances to prevent such materials or substances becoming a hazard to health or safety or, directly or indirectly, permitting such materials or substances to enter the city's storm sewer system.

(Ord. No. 610, § 1, 11-3-16)

13.06.144 - Duty of notification.

Spills or accidental releases of hazardous materials or potentially polluting substances that cannot adequately be cleaned by the responsible person to prevent such materials or substances from becoming a hazard to health or safety, or to prevent such materials or substances from direct or indirect entry to the city's storm sewer system, shall be reported immediately to the city by the responsible person by telephoning 911, and confirming the notification by written correspondence to the City of Brisbane Public Works Department.

(Ord. No. 610, § 1, 11-3-16)

13.06.150 - Discharge in violation of permit.

Any discharge that would result in or contribute to a violation of the municipal regional permit. Liability for any such discharge shall be the responsibility of the person(s) causing or responsible for the discharge, and such persons shall defend, indemnify and hold harmless the city in any administrative or judicial enforcement action relating to such discharge.

(Ord. 407 § 3(part), 1996: Ord. 392 § 2(part), 1994).

(Ord. No. 571, § 2, 3-19-12)

13.06.160 - Illicit discharge and illicit connections.

It is unlawful to establish, use, maintain, or continue illicit drainage connections to the city storm sewer system, and to commence or continue any illicit discharges to the city storm sewer system. This prohibition is expressly retroactive and applies to connections made in the past, regardless of whether made under a permit or other authorization or whether permissible under the law or practices applicable or prevailing at the time of the connection.

(Ord. 407 § 3(part), 1996: Ord. 392 § 2(part), 1994).

13.06.170 - Reduction of pollutants in storm water.

Any person engaged in activities which will or may result in pollutants entering the city storm sewer system shall undertake all practicable measures to reduce such pollutants. Examples of such activities include ownership and use of facilities which may be a source of pollutants such as parking lots, gasoline stations, industrial facilities, commercial facilities, stores fronting city streets, etc. The following minimal requirements shall apply:

A. Littering.

1. No person shall throw, deposit, leave, maintain, keep, or permit to be thrown, deposited, placed, left or maintained, any refuse, rubbish, garbage, or other discarded or abandoned objects, articles, and accumulations, in or upon any street, alley, sidewalk, storm drain, inlet, catch basin, conduit or other drainage structures, business place, or upon any public or private lot of land in the city, so that the same might be or become a pollutant, except in containers or in lawfully established grounds.
2. The occupant or tenant, or in the absence of occupant or tenant, the owner, lessee, or proprietor of any real property in the city in front of which there is a paved sidewalk shall maintain the sidewalk free of dirt or litter to the maximum extent practicable. Sweepings from the sidewalk shall not be swept or otherwise made or allowed to go into the gutter or roadway, but shall be disposed of in receptacles maintained on the real property as required for the disposal of garbage.
3. No person shall throw or deposit litter in any fountain, pond, lake, stream, lagoon, or any other body of water in a park or elsewhere within the city.

B. Standard for Parking Lots and Similar Structures. Persons owning or operating a parking lot, gas station pavement or similar structure shall clean those structures as frequently and thoroughly as practicable in a manner that does not result in discharge of pollutants to the city storm sewer system.

C. Best Management Practices for New Developments and Redevelopments. Any construction contractor performing work in the city shall endeavor, whenever possible, to provide filter materials at the catch basin to retain any debris and dirt flowing in to the city's storm sewer system. The director of public works/city engineer may establish controls on the volume and rate of storm water runoff from new developments and redevelopments as may be appropriate to minimize the discharge and transport of pollutants.

D. Notification of Intent and Compliance With General Permits.

1. Each industrial discharger, discharger associated with construction activity, or other discharger, described in any general storm water permit addressing such discharges, as may be adopted by the United States Environmental Protection Agency, the State Water Resources Control Board, or the California Regional Water Quality Control Board, San Francisco Bay Region, shall provide notice of intent, comply with, and undertake all other activities required by any general storm water permit applicable to such discharges.
2. Each discharger identified in an individual NPDES permit relating to storm water discharges shall comply with and undertake all activities required by such permit.

E. Compliance With Best Management Practices. Where best management practices, guidelines or requirements have been adopted by any federal, state of California, regional and/or city agency, for any activity, operation or facility which may cause or contribute to storm water pollution or contamination, illicit discharges, and/or discharge of nonstorm water to the storm water system,

every person undertaking such activity or operation, or owning or operating such facility shall comply with such guideline or requirements as may be identified by the director of public works/city engineer.

(Ord. 407 § 3(part), 1996; Ord. 392 § 2(part), 1994).

13.06.180 - Watercourse protection.

Every person owning property through which a watercourse passes, or such person's lessee or tenant, shall keep and maintain that part of the watercourse within the property reasonably free of trash, debris, excessive vegetation, and other obstacles which would pollute, contaminate, or significantly retard the flow of water through the watercourse; shall maintain existing privately-owned structures within or adjacent to a watercourse, so that such structures will not become a hazard to the use, function, or physical integrity of the watercourse; and shall not remove healthy bank vegetation beyond that actually necessary for the maintenance, nor remove the vegetation in such a manner as to increase the vulnerability of the watercourse to erosion.

No person shall permit or cause to be committed any of the following acts, unless a written permit has first been obtained from the director of public works/city engineer.

- A. Discharge into or connect any pipe or channel to a watercourse;
- B. Modify the natural flow of water in a watercourse;
- C. Carry out development within thirty (30) feet of the center line of any creek or twenty (20) feet of the top of a bank;
- D. Deposit in, plant in, or remove any material from a watercourse including the banks, except as required for necessary maintenance;
- E. Construct, alter, enlarge, connect to, change, or remove any structure in a watercourse; or
- F. Place any loose or unconsolidated material along the side of or within a watercourse or so close to the side as to cause a diversion of the flow, or to cause a probability of such material being carried away by storm waters passing through such watercourse.

(Ord. 407 § 3(part), 1996; Ord. 392 § 2(part), 1994).

13.06.190 - Authority to inspect.

Whenever necessary to make an inspection to enforce any of the provisions of this chapter, or whenever an authorized enforcement official has reasonable cause to believe that there exists in any building or upon any premises any condition which constitutes a violation of the provisions of this chapter, the official may enter such building or premises at all reasonable times to inspect the same or perform any duty imposed upon the official by this chapter; provided that (1) if such building or premises be occupied, he or she shall first present proper credentials and request entry; and (2) if such building or premises be unoccupied, he or she shall first make a reasonable effort to locate the owner or other persons having charge or control of the building or premises and request entry.

Any such request for entry shall state that the property owner or occupant has the right to refuse entry and that in the event such entry is refused, inspection may be made only upon issuance of a search warrant by a duly-authorized magistrate. In the event the owner and/or occupant refuses entry after such request has been made, the official is empowered to seek assistance from any court of competent jurisdiction in obtaining such entry.

Routine or area inspections shall be based upon such reasonable selection processes as may be deemed necessary to carry out the objectives of this chapter, including but not limited to random sampling and/or sampling in areas with evidence of storm water contamination, illicit discharges, discharge of nonstorm water to the storm water system, or similar factors.

- A. Authority to Sample and Establish Sampling Devices. The city shall have the right to establish on any property such devices as are necessary to conduct sampling or metering operations. During all inspections as provided herein, the official may take any samples deemed necessary to aid in the pursuit of the inquiry or in the recordation of the activities on-site.
- B. Notification of Spills. As soon as any person in charge of a facility or responsible for emergency response for a facility has knowledge of any confirmed or unconfirmed release of materials, pollutants or waste which may result in pollutants or nonstorm water discharges entering the city storm sewer system, such person shall take all necessary steps to ensure the discovery and containment and clean-up of such release and shall notify the city of the occurrence by telephoning 911 and confirming the notification by correspondence to the city of Brisbane Public Works Department.
- C. Requirement to Test or Monitor. Any authorized enforcement official may request that any person engaged in any activity and/or owning or operating any facility which may cause or contribute to storm water pollution or contamination, illicit discharges, and/or discharge of nonstorm water to the storm water system, undertake such monitoring activities and/or analyses and furnish such reports as the official may specify. The burden, including costs, of these activities, analyses and reports shall bear a reasonable relationship to the need for the monitoring, analyses and reports and benefits to be obtained. The recipient of such request shall undertake and provide the monitoring, analyses and/or reports requested.

(Ord. 407 § 3(part), 1996; Ord. 392 § 2(part), 1994).

13.06.200 - Violation—Penalties.

The violation of any of the provisions of this chapter shall constitute an infraction, punishable by the fines, penalties and enforcement provisions set forth in Chapters 1.14, 1.16 and 1.18 of this code. Such fines, penalties and enforcement provisions are cumulative and shall be in addition to any other enforcement remedies specified in this chapter.

(Ord. 407 § 3(part), 1996; Ord. 392 § 2(part), 1994).

(Ord. No. 554, § 45, 1-18-11)

13.06.210 - Penalty for delinquent storm water charges.

If storm water charges are delinquent for a period of sixty (60) days, a penalty of ten (10) percent of the amount owed for delinquent storm water charges shall be imposed. If storm water charges are delinquent for a period of one hundred twenty (120) days, an additional penalty of one and one-half (1½) percent per month shall be paid.

(Ord. 407 § 3(part), 1996; Ord. 392 § 2(part), 1994).

(Ord. No. 554, § 46, 1-18-11)

13.06.220 - Concealment.

Causing, permitting, aiding, abetting or concealing a violation of any provision of this chapter shall constitute a violation of such provision.

(Ord. 407 § 3(part), 1996; Ord. 392 § 2(part), 1994).

13.06.230 - Acts potentially resulting in violation of federal Clean Water Act and/or Porter-Cologne Act.

Any person who violates any provision of this chapter, any provision of any permit issued pursuant to this chapter, or who discharges waste or waste water which causes pollution, or who violates any cease and desist order, prohibition, or effluent limitation, may also be in violation of the federal Clean Water Act and/or Porter-Cologne Act and may be subject to the sanctions of those acts including civil and criminal penalty. Any enforcement action authorized under this chapter should also include notice to the violator of such potential liability.

(Ord. 407 § 3(part), 1996; Ord. 392 § 2(part), 1994).

13.06.240 - Violations deemed a public nuisance.

In addition to the penalties hereinbefore provided, any condition caused or permitted to exist in violation of any of the provisions of this chapter is a threat to the public health, safety and welfare, and is declared and deemed a nuisance, and may be summarily abated and/or restored by any authorized enforcement official, and/or civil action to abate, enjoin or otherwise compel the cessation of such nuisance may be taken by the city attorney.

The cost of such abatement and restoration shall be borne by the owner of the property and the cost thereof shall be a lien upon and against the property and such lien shall continue in existence until the same shall be paid. If the lien is not satisfied by the owner of the property within three (3) months after the completion by the authorized enforcement official of the removal of the nuisance and the restoration of the property to its original condition, the property may be sold in satisfaction thereof in a like manner as other real property is sold under execution.

If any violation of this chapter constitutes a seasonal and recurrent nuisance, the city council shall so declare. Thereafter such seasonal and recurrent nuisance shall be abated every year without the necessity of any further hearing.

(Ord. 407 § 3(part), 1996; Ord. 392 § 2(part), 1994).

13.06.250 - California Code of Civil Procedure Section 1094.6.

Section 1094.6 of the California Code of Civil Procedure is applicable to judicial review of city decisions pursuant to this chapter.

(Ord. 407 § 3(part), 1996; Ord. 392 § 2(part), 1994).

13.06.260 - Appeals.

A. Public Works Director/City Engineer. Any discharger affected by any decision, action, or determination, including assessments and abatement order, made in interpreting or implementing the provisions of this chapter, or any permit issued hereunder, may file with the public works

director/city engineer a written request for review of such decision, action, or determination, setting forth in detail the facts supporting the request no later than ten (10) days from date of decision. The public works director/city engineer shall complete the review and issue a written determination within ten (10) days after receipt of the request, unless the director of public works/city engineer or his/her designee reasonably extends the time thereof.

- B. Written Appeal to City Manager. Any person shall have a right to appeal any determination made pursuant to any authority provided by this chapter to the city manager to exhaust administrative remedies, by filing with the city manager a written notice of appeal. Incorporated herein by reference, and applicable to this chapter herein, is the appeals process lawfully enacted by Chapter 3.32, Section 3.32.070 of the Brisbane Municipal Code.

(Ord. 407 § 3(part), 1996; Ord. 392 § 2(part), 1994).

13.06.270 - Civil actions.

In addition to any other remedies provided in this section, any violation of this chapter may be enforced by civil action brought by the city. In any such action, the city may seek, and the court shall grant, as appropriate, any or all of other following remedies:

- A. A temporary and/or permanent injunction;
- B. Assessment of the violator for the costs of any investigation, inspection, or monitoring survey which led to the establishment of the violation, and for the reasonable costs of preparing and bringing legal action under this subsection;
- C. Costs incurred in removing, correcting, or terminating the adverse effects resulting from the violation;
- D. Compensatory damages for loss or destruction to water quality, wildlife, fish and aquatic life. Assessments under this subsection shall be paid to the city to be used exclusively for costs associated with monitoring and establishing storm water discharge pollution control systems and/or implementing or enforcing the provisions of this chapter.

(Ord. 407 § 3(part), 1996; Ord. 392 § 2(part), 1994).

13.06.280 - Administrative enforcement powers.

In addition to the other enforcement powers and remedies established by this chapter and the administrative enforcement provisions established by Chapters 1.16 and 1.18 of this code, any authorized enforcement official has the authority to utilize the following administrative remedies.

- A. Cease and Desist Orders. When an authorized enforcement official finds that a discharge has taken place or is likely to take place in violation of this chapter, the official may issue an order to cease and desist such discharge, or practice, or operation likely to cause such discharge and direct that those persons not complying shall: (1) comply with the requirement; (2) comply with the time schedule for compliance, and/or (3) take appropriate remedial or preventative action to prevent the violation from recurring.
- B. Notice to Clean. Whenever an authorized enforcement official finds significant oil, earth, dirt, grass, weeds, dead trees, tin cans, rubbish, refuse, waste or any other material of any kind, in or upon the sidewalk abutting or adjoining any parcel of land, or upon any parcel of land or grounds, which may result in an increase in pollutants entering the city storm sewer system,

he or she may give notice to remove such oil, earth, dirt, grass, weeds, dead trees, tin cans, rubbish, refuse waste or other material, in any manner that he or she may reasonably provide. The recipient of such notice shall undertake the activities as described in the notice.

- C. A cease and desist order or a notice to clean shall constitute an administrative compliance order governed by the provisions of Chapter 1.18 of this code, and shall be issued and enforced in the same manner as specified therein.

(Ord. 407 § 3(part), 1996; Ord. 392 § 2(part), 1994).

(Ord. No. 554, § 47, 1-18-11)

13.06.285 - Towing of vehicles responsible for unreasonable leakage.

In addition to any other remedies provided to the director of public works under the penalty provisions of this code for violations of the code, if the city's director of public works or his/her designee determines that a specific vehicle's unreasonable leakage of oils, water or other fluids creates or continues to create an imminent discharge of hazardous materials or pollutants to the city's storm sewer system, the director, after taking reasonable steps to determine and/or notify the registered owner of the vehicle that the ordinance has been violated may request the Brisbane Police Department to tow and impound said vehicle.

(Ord. No. 610, § 1, 11-3-16)

13.06.290 - Reserved.

Editor's note— Ord. No. 554, § 48, adopted January 18, 2011, repealed § 13.06.290, which pertained to authority to arrest or issue citations and derived from Ord. No. 392, 1994 and Ord. No. 407, 1996.

13.06.300 - Remedies not exclusive.

Remedies under this chapter are in addition to and do not supersede or limit any and all other remedies, civil or criminal. The remedies provided for herein shall be cumulative and not exclusive.

(Ord. 407 § 3(part), 1996; Ord. 392 § 2(part), 1994).

13.06.310 - Coordination with hazardous materials inventory and response program.

The first revision of the business plan for any facility subject to the city's hazardous materials inventory and response program shall include a program for compliance with this chapter, including the prohibitions on nonstorm water discharges and illicit discharges, and the requirement to reduce storm water pollutants to the maximum extent practicable.

(Ord. 407 § 3(part), 1996; Ord. 392 § 2(part), 1994).

APPENDIX B

B-1

Brisbane - Industrial and Commercial Facilities Requiring Inspection

Total Number of Inspections - 167

Business Name	Street Number	Street Name
8000 Marina Blvd	8000	Marina Blvd
AAA Windows	312	Industrial Way
ARTHURS JOHNNY L	350	ALVARADO STREET
ATLANTIS TOWING INC	312	INDUSTRIAL WAY
ATP	101	South Hill Dr.
BAKERS OF PARIS INC	99	PARK LN
BEBE	400	VALLEY DR
BEST BEVERAGE CATERING	485	VALLEY DRIVE
Birch & Tailor	25	Industrial Way
Bolt Motorbikes	100	North Hill Dr. #23
BREHMER CYNTHIA	126	ALVARADO ST
Brisbane Brewing Co.	362	Industrial Way
Brisbane Fire Department	3445	Bayshore Blvd.
Brisbane Public Library	250	Visitacion Ave.
BRISBANE SENIOR HOUSING INC	8	VISITACION AVENUE
CBF Electrical	100	North Hill Dr. #1&2
DANCE BIOPHARM INC	150	NORTH HILL 24
DCT VALLEY DRIVE CA LP		PARK LN VALLEY DR OLD COUNTY RD CYPRESS
DEL MONTE CAPITAL MEAT COMPANY LLC	145	SOUTH HILL DRIVE
DEMARCOS PROPERTIES	44	VISITACION AVENUE
DIAMOND MARINA LLC	2000	SIERRA PT PKWY STE 100
DSM	400	Industrial Way
ELECTRIC SAN FRANCISCO DIESEL	374	INDUSTRIAL WAY
EQUILON ENTERPRISES LLC	950	TUNNEL AVE
ERIDAN PRINTING INC	337	VISITACION AVENUE
ESCADILLO HERMAN M	200	VALLEY DR 42
Evra Construction Inc	100	North Hill Dr. #45
FELIX LIGHTING CORPORATION	483	VALLEY DRIVE
Fighting Walrus	366	Industrial Way
FLORIAN INDUSTRIES INC	151	INDUSTRIAL WAY
Flyers Transpertation DBA Gulf Transport	980	Tunnel Ave.
Furniture Fabrication	100	North Hill Dr. # 37B
Gallagher Construction	40	Industrial Way
Gander & White Shipping	480	Valley Dr.
General Bioscience	100	North Hill Dr. #14

Genali	100	North Hill #38
George Salet Plumbing	200	Valley Dr. #51
Global Trade Logistics	100	North Hill Dr. #8
GOTELLI PLUMBING	200	VALLEY DR 38
GREENLEAF	453	VALLEY DRIVE
Greenlee Associates	284	Visitation Ave.
Harman Management	150	North Hill Dr. #10
Hensley Event Resources	180	West Hill Pl.
HOLIDAY CHARTERS INC		BERTH 10854 BRISBANE MARINA
Hol-N-Jam Enterprises	350 B	Industrial Way
Industrial Pipe and Plant Solutions	11B	Industrial Way
JAGUAR LAND ROVER NO AMER LLC	422	VALLEY DR
James Guo	100	North Hill Dr. #32
JERICHO PROJECT	470	VALLEY DR
KABASH CARMEL	708	HUMBOLDT RD
KIZAN INTERNATIONAL INC	100	WEST HILL DR
Kon Electric Corporation	100	North Hill Dr. #46
KTSF	100	Valley Dr.
Kuehne + Nagel Inc.	150	West Hill Pl.
KWW KITCHEN CABINETS & BATH	3832	BAYSHORE BLVD
Leemah Electronics INC	155	South Hill Dr.
Letteri & CO LTD	120	Park Ln.
LINCOLN BROADCASTING CO	100	VALLEY DR
LORAL LANDSCAPING INC	100	NORTH HILL DR 19
LOW BENJAMIN	320	VALLEY DRIVE
Mangiare	1000	Marina Blvd. #108
Mangiare	200	Sierra Point Parkway #103
Mision Blue Center	475	Mission Blue Dr.
MJC INTERNATIONAL GROUP LLC	25	PARK PLACE
MV Transit Offices	575	Tunnel Ave.
NAIJARIAN GROUP	340	INDUSTRIAL WAY
Nava Insurance	150	north Hill #2
NG (Nutra Group)	200	INDUSTRIAL WAY
NORTHERN TREES TREE SERVICE INC	11	INDUSTRIAL WAY
NORTH HILL PROPERTY GROUP INC	100	NORTH HILL ROAD #25
PACIFIC GOURMET INC	380	VALLEY DR
PAGE ONE AUTOMOTIVE	211	SOUTH HILL DR SUITES A B C D E F
Park Point Condominiums	1	San Bruno Ave.
PG&E Station H	3150	Geneva Ave.
PG&E Substation	2850	Bayshore Blvd
PHILLIPS 66 COMPANY	950	TUNNEL AVENUE
PITCO FOODS	385	VALLEY DR
PITNEY BOWES PRESORT SVCS INC	125	VALLEY DR

PLASTIC PRINTING PROFESSIONALS	151	PARK LANE
PRESS FOCUS	200	VALLEY DR 16
Primer Financial Alliance	8000	Marina Blvd. #100
Pronai Therapeutics	1000	Marina Blvd. #450
Prop House	80	Industrial Way
Prop Shop	296	Industrial Way
Raptor Pharmaceuticals	2000	Sierra Point Parkway 4th Floor
Room & Board INC	450	Valley Dr.
ROSEMARY HENSON	34	Vistacion Ave.
SAAD ROLAND	130	INDUSTRIAL WAS
SALGADO D M	91	PARK LN
SAN FRANCISCO BASEBALL CLUB LLC	500	VALLEY DRIVE
SEE'S CANDIES INC	430	Valley Dr.
SF Plumbing	200	Valley Dr #3&4
SHENG KEE OF CALIFORNIA INC	201	SOUTH HILL DR
SILVERADO HOSPICE BAY AREA	1000	MARINA BLVD STE 200
Stables	402	Industrial Way
Stack Hardwood Floor Company	200	Valley Dr. #7
Stellar Plumbing	23	San Bruno Ave.
SUBURBAN PROPANE	3994	BAYSHORE BLVD
Sunquest Baylands Soil Processing	5A	Beatty Rd.
Super Laundermat & Dry Cleaning	174	Old County Rd.
THOMPSON KAREN	200	VALLEY DRIVE SUITE 45
Towne Air Freight	427	Valley Dr.
UNITED NGS LTD PARTNERSHIP	100	OLD COUNTY RD SUITE 100C
Vector Marketing	150	North Hill #30
VIEUX VINS INC	280	VALLEY DRIVE
WILLIAMS SONOMA INC	435	VALLEY DR
WISMETTAC ASIAN FOODS	340	VALLEY DR
XU MIAO	160	OLD COUNTY RD
Ultragenyx	5000	Marina Blvd. #100-300
Viewpoint Rec/Spa	201	Mission Blue Dr.
You Technology	115	Park Ln.
ALLERGEN	8000	MARINA BLVD #300
ALTA MOTORS	185	VALLEY DR
ARGENT EVENT PRODUCTION LLC	60	INDUSTRIAL WY
BAY MEDICAL CO INC	460	VALLEY DR
BRIGHT EVENT RENTALS	145	PARK LANE
BRISBANE HARDWARE & SUPPLY INC	1	VISITACION AVE
Ebay	8000	MARINA BLVD #500
INTERGRATED RESOURCES	275	VALLEY DR
AT&T Mobility	355	Valley Dr.
ARTHUR'S PLUMBING	350	ALVARADO ST

BAKERY VENTURE GROUP INC	200	VALLEY DR #23
Brisbane Elementary School	500	San Bruno Ave.
CHRISTOPHER WELLS CONSTR INC	100	NORTH HILL DR #20
CITY HOUSE CLEANING	71	THOMAS AVENUE #1
LANA FLOOR COVERING	100	NORTH HILL DR #7
Lyon Medical Construction	100	North Hill Dr. #52
M&S CENTRAL WAREHOUSE	170	WEST HILL PL
Mission Glass Company	200	Valley Dr. #17
NEW TIME GARMENT MFG INC	165	VALLEY DR
RS RANDALL & CO	100	NORTH HILL DR #49
SERVPRO OF THE SUNSET	200	VALLEY DR #50
SF Chronicle Brisbane Distribution Center	240	Valley Dr.
STAGE II DESIGN & PRODUCTION	60	INDUSTRIAL WAY
X PEST INC	100	NORTH HILL DR #40
ADT Security System	150	North Hill #3-9
Altamar Rec & Spa	100	Callipe Ct.
BK Nutrients Inc.	200	Vallet Dr. #47
Blanchards Sheet Metal	100	North Hill Dr. #9
Gil Construction	200	Valley Dr.
Jackie Movers	100	North Hill Dr. #33
Jonie Uniforms	100	North Hill Dr. #27
KA Interiors	200	Valley Dr. #54
Katherine Loh Graphic Design	200	Valley Dr. #8
Kitech Security Systems Inc.	200	Valley Dr. #10
Lee's Appliance Inc.	100	North Hill Dr. #41
Mak Motors	200	Valley Dr. #24
Mandeville Garden Co.	200	Valley Dr. #46
Mark Harrington Glassware	200	Valley Dr. #33
Mode Media Corp	2000	Sierra Point Pkwy. #1100
MT Electric	765	Humboldt Rd.
NBC Stationary	200	Valley Dr. #1
Our Lady of Guadalupe Catholic Church	285	Alverado
Pit Stop Storage	350	Industrial Way
Precision Tile and Granite Inc.	200	Valley Dr. #6
Prime Cut Construction	100	North Hill Dr. #37
Pro Design Builders	200	Valley Dr. #43
Ring of Fire Boxing Club	180	Industrial Way
SF Baptist Church	298	San Bruno Ave.
Sierra Point Yacht Club	500	Sierra Point Pkwy.
Stephen Murphy Construction	62	Tulare St.
Tree Lovers Floors	100	North Hill Dr. #3-4
Wayne Hendryx	274-278	Visitation Ave.
CENTRIC CONSTRUCTION INC	165	VALLEY DRIVE

SERVICE XD ESPRESSO	100	NORTH HILL DR 18
SL CONSTRUCTION INC	100	NORTH HILL DR 22
SPEED METAL V TWIN INC	264	MENDOCINO ST

B-2

County - Industrial and Commercial Facilities Requiring Inspection

Total Number of Inspections - 107

Business Name	Street Number	Street Name
2000 SIERRA POINT PARKWAY LLC	2000	SIERRA POINT
8000 MARINA BLVD	8000	MARINA
A R GROTH CO., INC	200	VALLEY
ACME SCENERY CO	100	INDUSTRIAL
ALLIED ROPES COMPANY	171	INDUSTRIAL
AMERICAN TOWERS - SAN BRUNO T1, T2, CA - SITE #8242, 8243	300	RADIO
AMERICAN TOWERS - SAN BRUNO T3, CA - SITE #8244	350	RADIO
AMERICAN TOWERS - SAN BRUNO T4, T5, CA - SITE #8245, #8246	375	RADIO
AMERICAN TOWERS - SAN BRUNO T6, CA - SITE #8247	500	Radio
AMERICAN TOWERS - SAN BRUNO T8, T9, CA - SITE #8249, #8250	600-700	Radio
AT&T California -CAM131	355	VALLEY
AXEL ISACKSON FLOOR CO	100	HILL
BAY AREA LINENS AND VALET SERVICES INC	100	CYPRESS
BAYPORTER EXPRESS INC	27	INDUSTRIAL
BAYSHORE SANITARY DISTRICT	36	INDUSTRIAL
BEBE STORES, INC	400	VALLEY
BIRITE FOODSERVICE	123	HILL
BRISBANE CHIROPRACTIC	101	VISITACION
BRISBANE COMMUNITY CENTER	250	VISITACION
BRISBANE COMMUNITY POOL	2	SOLANO
BRISBANE CORPORATION YARD	1020	TUNNEL
BRISBANE INN	50	VISITACION
BRISBANE MARINA	400	SIERRA POINT
BRISBANE POLICE DEPARTMENT	50	PARK
BRISBANE RECYCLING CO INC	5	BEATTY
BRISBANE SCHOOL DIST	500	SAN BRUNO
CAREDX INC	3260	BAYSHORE
CHESTNUT AUTOMOTIVE BRAKE/ALIGNMENT	160	CHESTNUT
CHRISTYS DONUT	138	OLD COUNTY
COOL SOLUTIONS MANUFACTURING INC	178	HILL
CUTERA	3240	BAYSHORE
DAISY TAQUERIA	142	OLD COUNTY
DAVEY TREE EXPERT CO	131	INDUSTRIAL
DHL GLOBAL FORWARDING	99	HILL
DOCUMENT SECURITY SYSTEMS	151	PARK
DOLBY LABORATORIES	175	HILL

DOUBLETREE HOTEL SAN FRANCISCO AIRPORT NORTH	5000	SIERRA POINT
EVANS BROTHERS	1	OLD QUARRY
EXPEDITORS INTERNATIONAL	425	VALLEY
F W SPENCER MECHANICAL CONTRACTORS	99	HILL
FONG BROS PRINTING INC	320	VALLEY
FORWARD AIR, INC	427	VALLEY
FRATERNAL ORDER OF EAGLES	185	VISITACION
FRITO LAY INC	499	VALLEY
FRITO LAY INC		
GENERAL BIOSCIENCE	100	HILL
GENERATORS UNLIMITED	285	INDUSTRIAL
GLEN PARK BOOSTER PUMP STATION	940	HUMBOLDT
GOLDEN ASTER BOOSTER PUMP STATION	50	GOLDEN ASTER
GOLDEN STATE LUMBER	601	TUNNEL
HARPOON THERAPEUTICS	3260	BAYSHORE
HOMEWOOD SUITES BY HILTON-BRISBANE	2000	SHORELINE
INTERNATIONAL FOOD VENTURES LLC	8000	MARINA
INTERNATIONAL FOOD VENTURES LLC	2000	SIERRA POINT
J & B DELIVERY SERVICE	250	INDUSTRIAL
J STYLE AT HOME	3890	BAYSHORE
JULIES BRISBANE LIQUOR & DELI	45	VISITACION
KJ WOODS CONSTRUCTION	88	HILL
KNTV TELEVISION INC	900	Radio
L & D TRUCK REPAIR	374	INDUSTRIAL
L AND D BISTRO CATERING	110	OLD COUNTY
LAKE ST BOOSTER PUMP STATION	75	GLEN
LAVA	182	OLD COUNTY
LAZZARI FUEL COMPANY	11	INDUSTRIAL
LE GOURMET	150	HILL
LINCOLN BROADCASTING / KTSF	100	VALLEY
LIPMAN MIDDLE SCHOOL	1	SOLANO
LUCKY HOUSE RESTAURANT	148	VISITACION
MACHINERY & EQUIPMENT CO	3401	BAYSHORE
MADHOUSE COFFEE	400	VISITACION
MAMA MIA PIZZA	35	VISITACION
MANGIARE	1000	MARINA
MECHANNO GARAGE	130	INDUSTRIAL
MELUSSAS TAQUERIA	160	VISITACION
MIDTOWN MARKET	249	VISITACION
MIK PIPELINES INC	3708	BAYSHORE
N O D AUTO SERVICE	130	INDUSTRIAL
NANA KITCHEN	301	VISITACION
NESTLE WATERS NORTH AMERICA	246	VALLEY

NORTH HILL BOOSTER PUMP STATION	80	NORTH HILL
P & F DISTRIBUTORS	511	Tunnel
PIT STOP AUTOMOTIVE	340	INDUSTRIAL
PREFERRED MEAL SYSTEMS, INC	211	HILL
Recology San Francisco	501	TUNNEL
RECOLOGY SUNSET SCAVENGER		TUNNEL & BEATTY RD
SAIGON BBQ	140	OLD COUNTY
SEVEN MILE HOUSE SPORTS BAR & GRILL	2800	BAYSHORE
SFPP, LP	950	TUNNEL
SMART PRINTING	200	VALLEY
Sprint Brisbane Switch	1	HILL
STAR BOX FOOD	33	VISITACION
STATUE FACTORY, LLC	10	INDUSTRIAL
SUBWAY	150	OLD COUNTY
SUNSET GARAGE, INC	150	INDUSTRIAL
SUPERTECH AUTOBODY	370	INDUSTRIAL
TERIYAKI HOUSE	114	OLD COUNTY
THE BURROW	109	VISITACION
TIGERS AUTO BODY & PAINT	23	INDUSTRIAL
TRANSEV	290	INDUSTRIAL
TREE LOVERS FLOOR INC	100	NORTH HILL
TRIMARK	325	VALLEY
UNIPART LOGISTICS	422	VALLEY
V & A AUTO REPAIR STATION	2800	BAYSHORE
VWR INTERNATIONAL, INC.	3745	BAYSHORE
W2 SYSTEMS	304	INDUSTRIAL
WILLIAMS SONOMA	435	VALLEY
ZARC RECYCLING	115	PARK

C-1.1

Facilities Scheduled for Inspection by City FY 17/18

Total Number of Inspections - 111

Business Name	Street Number	Street Name
8000 Marina Blvd	8000	Marina Blvd
AAA Windows	312	Industrial Way
ARTHURS JOHNNY L	350	ALVARADO STREET
ATLANTIS TOWING INC	312	INDUSTRIAL WAY
ATP	101	South Hill Dr.
BAKERS OF PARIS INC	99	PARK LN
BEBE	400	VALLEY DR
BEST BEVERAGE CATERING	485	VALLEY DRIVE
Birch & Tailor	25	Industrial Way
Bolt Motorbikes	100	North Hill Dr. #23
BREHMER CYNTHIA	126	ALVARADO ST
Brisbane Brewing Co.	362	Industrial Way
Brisbane Fire Department	3445	Bayshore Blvd.
Brisbane Public Library	250	Visitacion Ave.
BRISBANE SENIOR HOUSING INC	8	VISITACION AVENUE
CBF Electrical	100	North Hill Dr. #1&2
DANCE BIOPHARM INC	150	NORTH HILL 24
DCT VALLEY DRIVE CA LP		PARK LN VALLEY DR OLD COUNTY RD CYPRESS
DEL MONTE CAPITAL MEAT COMPANY LLC	145	SOUTH HILL DRIVE
DEMARCOS PROPERTIES	44	VISITACION AVENUE
DIAMOND MARINA LLC	2000	SIERRA PT PKWY STE 100
DSM	400	Industrial Way
ELECTRIC SAN FRANCISCO DIESEL	374	INDUSTRIAL WAY
EQUILON ENTERPRISES LLC	950	TUNNEL AVE
ERIDAN PRINTING INC	337	VISITACION AVENUE
ESCALADILLO HERMAN M	200	VALLEY DR 42
Evra Construction Inc	100	North Hill Dr. #45
FELIX LIGHTING CORPORATION	483	VALLEY DRIVE
Fighting Walrus	366	Industrial Way
FLORIAN INDUSTRIES INC	151	INDUSTRIAL WAY
Flyers Transpertation DBA Gulf Transport	980	Tunnel Ave.
Furniture Fabrication	100	North Hill Dr. # 37B
Gallagher Construction	40	Industrial Way
Gander & White Shipping	480	Valley Dr.
General Bioscience	100	North Hill Dr. #14
Geniali	100	North Hill #38
George Salet Plumbing	200	Valley Dr. #51
Global Trade Logistics	100	North Hill Dr. #8

GOTELLI PLUMBING	200	VALLEY DR 38
GREENLEAF	453	VALLEY DRIVE
Greenlee Associates	284	Visitation Ave.
Harman Management	150	North Hill Dr. #10
Hensley Event Resources	180	West Hill Pl.
HOLIDAY CHARTERS INC		BERTH 10854 BRISBANE MARINA
Hol-N-Jam Enterprises	350 B	Industrial Way
Industrial Pipe and Plant Solutions	11B	Industrial Way
JAGUAR LAND ROVER NO AMER LLC	422	VALLEY DR
James Guo	100	North Hill Dr. #32
JERICO PROJECT	470	VALLEY DR
KABASH CARMEL	708	HUMBOLDT RD
KIZAN INTERNATIONAL INC	100	WEST HILL DR
Kon Electric Corporation	100	North Hill Dr. #46
KTSF	100	Valley Dr.
Kuehne + Nagel Inc.	150	West Hill pl.
KWW KITCHEN CABINETS & BATH	3832	BAYSHORE BLVD
Leemah Electronics INC	155	South Hill Dr.
Lettieri & CO LTD	120	Park Ln.
LINCOLN BROADCASTING CO	100	VALLEY DR
LORAL LANDSCAPING INC	100	NORTH HILL DR 19
LOW BENJAMIN	320	VALLEY DRIVE
Mangiare	1000	Marina Blvd. #108
Mangiare	200	Sierra Point Parkway #103
Mission Blue Center	475	Mission Blue Dr.
MJC INTERNATIONAL GROUP LLC	25	PARK PLACE
MV Transit Offices	575	Tunnel Ave.
NAJARIAN GROUP	340	INDUSTRIAL WAY
Nava Insurance	150	north Hill #2
NG (Ultra Group)	200	INDUSTRIAL WAY
NORTHERN TREES TREE SERVICE INC	11	INDUSTRIAL WAY
NORTHHILL PROPERTY GROUP INC	100	NORTH HILL ROAD #25
PACIFIC GOURMET INC	380	VALLEY DR
PAGE ONE AUTOMOTIVE	211	SOUTH HILL DR SUITES A B C D E F
Park Point Condominiums	1	San Bruno Ave.
PG&E Station H	3150	Geneva Ave.
PG&E Substation	2850	Bayshore Blvd
PHILLIPS 66 COMPANY	950	TUNNEL AVENUE
PITCO FOODS	385	VALLEY DR
PITNEY BOWES PRESORT SVCS INC	125	VALLEY DR
PLASTIC PRINTING PROFESSIONALS	151	PARK LANE
PRESS FOCUS	200	VALLEY DR 16
Primier Financial Alliance	8000	Marina Blvd. #100

Pronai Therapeutics	1000	Marina Blvd. #450
Prop House	80	Industrial Way
Prop Shop	296	Industrial Way
Raptor Pharmaceuticals	2000	Sierra Point Parkway 4th Floor
Room & Board INC	450	Valley Dr.
ROSEMARY HENSON	34	Visitation Ave.
SAAD ROLAND	130	INDUSTRIAL WAS
SALGADO D M	91	PARK LN
SAN FRANCISCO BASEBALL CLUB LLC	500	VALLEY DRIVE
SEE'S CANDIES INC	430	Valley Dr.
SF Plumbing	200	Valley Dr #3&4
SHENG KEE OF CALIFORNIA INC	201	SOUTH HILL DR
SILVERADO HOSPICE BAY AREA	1000	MARINA BLVD STE 200
Stables	402	Industrial Way
Stack Hardwood Floor Company	200	Valley Dr. #7
Stellar Plumbing	23	San Bruno Ave.
SUBURBAN PROPANE	3994	BAYSHORE BLVD
Sunquest Baylands Soil Processing	5A	Beatty Rd.
Super Laundermat & Dry Cleaning	174	Old County Rd.
THOMPSON KAREN	200	VALLEY DRIVE SUITE 45
Towne Air-Freight	427	Valley Dr.
UNITED NGS LTD PARTNERSHIP	100	OLD COUNTY RD SUITE 100C
Vector Marketing	150	North Hill #30
VIEWUX VINS INC	280	VALLEY DRIVE
WILLIAMS SONOMA INC	435	VALLEY DR
WISMETTAC ASIAN FOODS	340	VALLEY DR
XU MIAO	160	OLD COUNTY RD
Ultragenyx	5000	Marina Blvd. #100-300
Viewpoint Rec/Spa	201	Mission Blue Dr.
You Technology	115	Park Ln.

C-1.2

Facilities Scheduled for Inspection by County FY 17/18

Total Number of Inspections - 34

Business Name	Address Number	Street Name
2000 SIERRA POINT PARKWAY LLC	2000	SIERRA POINT
AT&T Corp. - CAM131	355	Valley Dr
BEBE STORES, INC	400	VALLEY DR
BRISBANE INN	50	VISITACION AVE
BRISBANE POLICE DEPARTMENT	50	PARK PL
CELTIC CATERING INC	2943	INDUSTRIAL AVE
CHRISTYS DONUT	138	OLD COUNTY RD
DAISY TAQUERIA	142	OLD COUNTY RD
FRATERNAL ORDER OF EAGLES	185	VISITACION AVE
GLEN PARK BOOSTER PUMP STATION	940	HUMBOLDT RD
GOLDEN ASTER BOOSTER PUMP STATION	50	GOLDEN ASTER CT
HARPOON THERAPEUTICS	3260	BAYSHORE
HOMEWOOD SUITES BY HILTON-BRISBANE	2000	SHORELINE CT
J & B DELIVERY SERVICE	250	INDUSTRIAL WY
J STYLE AT HOME	3890	BAYSHORE BLVD
JULIES BRISBANE LIQUOR & DELI	45	VISITACION AVE
KI WOODS CONSTRUCTION	88	N HILL
KNTV TELEVISION INC	900	Radio Rd
L & D TRUCK REPAIR	374	INDUSTRIAL WY
LAKE ST BOOSTER PUMP STATION	75	GLEN PKWY
MACHINERY & EQUIPMENT CO	3401	BAYSHORE BLVD
MK PIPELINES INC	3708	BAYSHORE BLVD
N O D AUTO SERVICE	130	INDUSTRIAL WY UNIT B
NESTLE WATERS NORTH AMERICA	246	VALLEY DR
NORTH HILL BOOSTER PUMP STATION	80	NORTH HILL
PIT STOP AUTOMOTIVE	340	INDUSTRIAL WY
Recology San Francisco	501	TUNNEL AVE
SAIGON BBQ	140	OLD COUNTY RD

SEPP, LP	950	TUNNEL RD
STAR BOX FOOD	33	VISTACION AVE
SUNSET GARAGE, INC	150	INDUSTRIAL WY
THE BURROW	109	VISTACION AVE
W2 SYSTEMS	304	INDUSTRIAL
WILLIAMS SONOMA	435	VALLEY DR

C-2.1

Facilities Scheduled for Inspection by City FY 16/17

Total Number of Inspections - 61

Business Name	Street Number	Street Name
DSGN BRANCH OUT FLORAL & EVENT	500	ALVARADO ST
HARPOON THERAPEUTICS INC	3260	BAYSHORE BLVD
KWW KITCHEN CABINETS & BATH	3832	BAYSHORE BLVD
ROTO ROOTER PLUMBING DRAIN SVC	3840	BAYSHORE BLVD
ALL PRO DECK & FENCE SUPPLY	3866	BAYSHORE BLVD
GARCIA TIM	3866	BAYSHORE BLVD
LABUGUEN THERESE	115	CRESCENT CT
HBSC STRATEGIC SERVICES	53	GOLDEN ASTER
NG	200	INDUSTRIAL WAY
SHANNAHAN TARA	362	INDUSTRIAL WAY
ARGENT EVENT PRODUCTION LLC	60	INDUSTRIAL WY
LEISS CATHY	550	KLAMATH ST
MADRIGAL EDWARD	249	KLAMATH STREET
ALLERGEN	8000	MARINA BLVD #300
Ebay	8000	MARINA BLVD #500
AMEN CLINC INC	1000	MARINA BLVD SUITE 100
VOX NETWORKS	8000	MARINA BLVD SUITE 130
SPEED METAL V TWIN INC	264	MENDOCINO ST
SUCCESS LEAGUE	264	MENDOCINO ST
WILSON ROBERT	480	MONTEREY ST
HECNY TRANSPORTATION INC	150	NORTH HILL 1
SERVICE XD ESPRESSO	100	NORTH HILL DR 18
SL CONSTRUCTION INC	100	NORTH HILL DR 22
JOHNSON MARIGOT CONSULTING LLC	88	NORTH HILL DR STE C
OPTIMUM GREEN CLEANING LLC	100	NORTH HILL DRIVE #33
GREEN SPA	158	OLD COUNTY RD
EPIC LIMOUSINE	100	OLD COUNTY RD 100G
USA MAGELLAN SOLUTIONS	100	OLD COUNTY RD SUITE H
SERENITEA INC	106B	OLD COUNTY ROAD
NOVITEX ENTERPRISE SOLUTIONS	71	PARK LANE
BRIGHT EVENT RENTALS	145	PARK LANE
SALGADO D M	91	PARK LN
DAVID DAWN	37	SAN BENITO RD
DESIGN MICHELLE WOODRUFF	222	SAN BENITO ROAD
JENNY EXPRESS INC	205	SANTA CLARA AVENUE
UPPER CUT LLC	2000	SIERRA POINT
SANDHU CHANI	265	SIERRA POINT RD
GOLDEN GATE CHARTER LLC	400	SIERRA PT PKWY

BLUE LOBSTER LABORATORIES INC	40	SOLANO ST
NORMAN WRIGHT MECHANICAL EQUIPMENT	99A	SOUTH HILL DR
WOODWARD LEE DESIREE K	612	SWALLOWTAIL COURT
LIM SHIRLEY	533	SWALLOWTAIL CT
CONSL ARBONNE INTL INDEPENDENT	131	TULARE STREET
EQUILION ENTERPRISES LLC	950	TUNNEL AVE
ALTA MOTORS	185	VALLEY DR
INTERGRATED RESOURCES	275	VALLEY DR
TRIMARK ERF INC	325	VALLEY DR
PITCO	385	VALLEY DR
METRO AIR SERVICE INC	425	VALLEY DR
WILLIAMS SONOMA INC	435	VALLEY DR
WSI	440	VALLEY DR
MONSTER INC	455	VALLEY DR
BAY MEDICAL CO INC	460	VALLEY DR
VISION PLUS	200	VALLEY DR #5
JK CONTROL INC	200	VALLEY DR 35
CENTRIC CONSTRUCTION INC	165	VALLEY DRIVE
BEST BEVERAGE CATERING	485	VALLEY DRIVE
BRISBANE HARDWARE & SUPPLY INC	1	VISITACION AVE
SPRINT SPECTRUM LP	1	WEST HILL DR
MTC TRADING COMPANY INC	180	WEST HILL PL
TRZ PLUMBING	440	Monterey St

C-2.2

Facilities Scheduled for Inspection by County FY 16/17

Total Number of Inspections - 75

Business Name	Street Number	Street Name
A R GROTH CO., INC	200	VALLEY
ACME SCENERY CO	100	INDUSTRIAL
ALLIED ROPES COMPANY	171	INDUSTRIAL
AMERICAN TOWERS - SAN BRUNO T1, T2, CA - SITE #8242, 8243	300	RADIO
AMERICAN TOWERS - SAN BRUNO T3, CA - SITE #8244	350	RADIO
AMERICAN TOWERS - SAN BRUNO T4, T5, CA - SITE #8245, #8246	375	RADIO
AMERICAN TOWERS - SAN BRUNO T6, CA - SITE #8247	500	Radio
AMERICAN TOWERS - SAN BRUNO T8, T9, CA - SITE #8249, #8250	600-700	Radio
AXEL ISACKSON FLOOR CO	100	HILL
BAY AREA LINENS AND VALET SERVICES INC	100	CYPRESS
BAYPORTER EXPRESS INC	27	INDUSTRIAL
BAYSHORE SANITARY DISTRICT	36	INDUSTRIAL
BIRITE FOODSERVICE	123	HILL
BRISBANE CHIROPRACTIC	101	VISITATION
BRISBANE COMMUNITY CENTER	250	VISITACION
BRISBANE COMMUNITY POOL	2	SOLANO
BRISBANE CORPORATION YARD	1020	TUNNEL
BRISBANE INN	50	VISITACION
BRISBANE MARINA	400	SIERRA POINT
BRISBANE RECYCLING CO INC	5	BEATTY
BRISBANE SCHOOL DIST	500	SAN BRUNO
CAREDX INC	3260	BAYSHORE
COOL SOLUTIONS MANUFACTURING INC	178	HILL
CUTERA	3240	BAYSHORE
DAVEY TREE EXPERT CO	131	INDUSTRIAL
DHL GLOBAL FORWARDING	99	HILL
DOCUMENT SECURITY SYSTEMS	151	PARK
DOLBY LABORATORIES	175	HILL
DOUBLETREE HOTEL SAN FRANCISCO AIRPORT NORTH	5000	SIERRA POINT
EVANS BROTHERS	1	OLD QUARRY
EXPEDITORS INTERNATIONAL	425	VALLEY
F W SPENCER MECHANICAL CONTRACTORS	99	HILL
FONG BROS PRINTING INC	320	VALLEY
FORWARD AIR, INC	427	VALLEY
GENERAL BIOSCIENCE	100	HILL
GENERATORS UNLIMITED	285	INDUSTRIAL

GOLDEN STATE LUMBER	601	TUNNEL
HOMWOOD SUITES BY HILTON-BRISBANE	2000	SHORELINE
INTERNATIONAL FOOD VENTURES LLC	8000	MARINA
INTERNATIONAL FOOD VENTURES LLC	2000	SIERRA POINT
J & B DELIVERY SERVICE	250	INDUSTRIAL
KNTV TELEVISION INC	900	Radio
L AND D BISTRO CATERING	110	OLD COUNTY
LAVA	182	OLD COUNTY
LAZZARI FUEL COMPANY	11	INDUSTRIAL
LE GOURMET	150	HILL
LINCOLN BROADCASTING / KTSF	100	VALLEY
LIPMAN MIDDLE SCHOOL	1	SOLANO
LUCKY HOUSE RESTAURANT	148	VISITACION
MACHINERY & EQUIPMENT CO	3401	BAYSHORE
MADHOUSE COFFEE	400	VISITACION
MAMA MIA PIZZA	35	VISITACION
MANGIARE	1000	MARINA
MECHANO GARAGE	130	INDUSTRIAL
MELISSAS TAQUERIA	160	VISITACION
MIDTOWN MARKET	249	VISITACION
NANA KITCHEN	301	VISITACION
P & F DISTRIBUTORS	511	Tunnel
PREFERRED MEAL SYSTEMS, INC	211	HILL
SEVEN MILE HOUSE SPORTS BAR & GRILL	2800	BAYSHORE
SMART PRINTING	200	VALLEY
Sprint Brisbane Switch	1	HILL
STATUE FACTORY, LLC	10	INDUSTRIAL
SUBWAY	150	OLD COUNTY
SUNSET GARAGE, INC	150	INDUSTRIAL
SUPERTECH AUTOBODY	370	INDUSTRIAL
TERIYAKI HOUSE	114	OLD COUNTY
TIGERS AUTO BODY & PAINT	23	INDUSTRIAL
TRANSDEV	290	INDUSTRIAL
TREE LOVERS FLOOR INC	100	NORTH HILL
TRIMARK	325	VALLEY
UNIPART LOGISTICS	422	VALLEY
V & A AUTO REPAIR STATION	2800	BAYSHORE
VWR INTERNATIONAL, INC.	3745	BAYSHORE
ZARC RECYCLING	115	PARK

ATTACHMENT A



City of Brisbane, CA
San Mateo County Environmental Health
Hazardous Materials Notification

Questions?
Contact MuniServices toll free at (866) 240-3665 or
by emailing bizlicensesupport@muniservices.com

SAN MATEO COUNTY ENVIRONMENTAL HEALTH HAZARDOUS MATERIALS NOTIFICATION FORM

MuniServices Account Number: _____

BUSINESS NAME: _____

BUSINESS ADDRESS: _____

BUSINESS TYPE: _____ EMAIL: _____

BUSINESS CONTACT: _____ PHONE: _____

Pursuant to Government Code Section 65850.2 and the health and Safety Code, please answer the following questions regarding a new business or modifications to an existing business:

- | | YES | NO |
|--|----------|-------|
| 1. Does your business use and/or store a hazardous material (e.g., solvents, waste oil) at or above 55 gallons, 500 pounds or 200 cubic feet at any time during the year? | 1. _____ | _____ |
| 2. Does your business use and/or store an extremely hazardous substance (EHS) or radioactive material in any amount during the year? The List of EHS's is found in 40 CFR Chapter 1, Part 365, Appendix A. | 2. _____ | _____ |
| 3. Does your business use and/or store a regulated substance above the threshold quantity (TQ) at anytime during the year? The list of regulated substances and TQ's is found in the California Code of Regulations Title 19, Division 2, Chapter 4.5, Section 2770.5. | 3. _____ | _____ |
| 4. Does your business emit any toxic air contaminants identified by the California Air Resources Board (CARB)? This list is available from the CARB website. | 4. _____ | _____ |
| 5. Does your business own and/or operate an underground storage tank system for storage of fuel products and/or other hazardous substances? | 5. _____ | _____ |
| 6. Does your business own and/or operate an aboveground storage tank system (includes containers 55 gallons or greater) for petroleum product storage with a total storage capacity greater than 1,320 gallons? | 6. _____ | _____ |
| 7. Does your business generate hazardous waste (e.g., used solvents, waste oil) during the year? | 7. _____ | _____ |
| 8. Does your business discharge contaminated wastewater generated on-site into the storm sewer drainage system? | 8. _____ | _____ |

If you answered yes to any of these questions you must contact San Mateo County Environmental Health. Please call (850) 372-6200 if you have any questions and/or for further assistance.

APPLICANT NAME (printed): _____

APPLICANT SIGNATURE: _____

APPLICANT PHONE: _____

APPLICANT EMAIL: _____

ATTACHMENT B



City of Brisbane, CA (99115)
Industrial & Commercial Business
Stormwater Pollution Prevention

Remit To: City of Brisbane • c/o MuniServices, LLC • 438 East Shaw Ave Box 367 • Fresno, CA 93710
Toll Free Phone: (866) 240-3665 • Fax: (855) 219-4338 • Email: businesssupport@muniservices.com

INDUSTRIAL & COMMERCIAL BUSINESS STORMWATER POLLUTION PREVENTION

Account No.: _____

BUSINESS NAME: _____

BUSINESS ADDRESS: _____

BUSINESS PHYSICAL LOCATION: _____

BUSINESS TYPE: _____

EMAIL: _____

BUSINESS CONTACT: _____

PHONE: _____

Pursuant to Brisbane Municipal Code Chapter 13.06, and as required by the San Francisco Regional Water Quality Control Board Municipal Regional Stormwater NPDES Permit, please answer the following questions regarding your City of Brisbane Business License application:

YES NO

1. Does your business have any outdoor process and manufacturing areas? 1. _____
2. Does your business have any outdoor material storage areas or uncovered storage? 2. _____
3. Does your business have any outdoor waste storage and disposal areas, such as dumpsters or trash cans? 3. _____
4. Does your business have any outdoor vehicle and equipment storage/ maintenance areas? 4. _____
5. Does your business have any outdoor wash areas, such as a car/vehicle wash? 5. _____
6. Does your business have any outdoor drainage from indoor areas? 6. _____
7. Does your business have rooftop-mounted industrial process equipment (not including HVAC or antennas)? 7. _____
8. Is this a mobile business, such as a food truck or mobile car wash? 8. _____

APPLICANT NAME (printed): _____

APPLICANT SIGNATURE: _____

APPLICANT PHONE: _____

APPLICANT EMAIL: _____

ATTACHMENT C

State Stormwater Industrial General Permit NOI Facility List Retrieval Procedure

1. Follow link provided below to open the Regulated Facility Report Database.

<https://ciwqs.waterboards.ca.gov/ciwqs/readOnly/CiwqsReportServlet?inCommand=reset&reportName=RegulatedFacility>

The screenshot shows the 'Regulated Facility Report' page. The search criteria are as follows:

- Region: Region 2 - San Francisco Bay
- County: Fresno
- City: Fresno

The page also includes navigation links such as 'Home', 'About Us', 'Public Notices', 'Board Info', 'Board Decisions', 'Water Issues', 'Publications/Farms', and 'Press Room'. The user's name 'Edmund G. Brown, Jr.' is visible in the top right corner.

2. Select – City/Brisbane, to sort by Brisbane facilities only.
3. Select – Program/Storm Water, to sort by storm water permits only.

The screenshot shows the search results for the 'Regulated Facility Report'. The search criteria are as follows:

- Region: Region 1 - North Coast
- Region: Region 2 - San Francisco Bay
- Region: Region 3 - Central Coast
- Region: Region 4 - Los Angeles
- Region: Region 5 - Fresno

The County dropdown is set to 'Fresno'. The City dropdown is set to 'Brisbane'. The Program dropdown is set to 'Storm Water'. The search results list various facilities, including 'Bridge House', 'Bridgeport', 'Bridgeway (Las Vegas Valley)', 'Bridgeway', 'Brookside', 'Brooks', and 'Brooks Valley'. Red arrows point to the 'City' and 'Program' dropdowns.

4. Select – Related Permit Status/Active, then click on Run Report.

The screenshot shows the CWQMS website interface. The 'Related Permit Status' dropdown menu is open, with 'Active' selected. A red arrow points to this dropdown. Below it, the 'Run Report' button is also highlighted with a red arrow. The page title is 'California Integrated Water Quality System Project (CWQMS) Regulated Facility Report (Storm Water)'. The page includes a search criteria section and a table of regulated facilities.

5. Click the number under Total Facilities to open the facility list.

The screenshot shows the CWQMS website interface. The 'Total Facilities' column in the table is highlighted, with a red arrow pointing to the number '9'. The page title is 'California Integrated Water Quality System Project (CWQMS) Regulated Facility Report (Storm Water)'. The page includes a search criteria section and a table of regulated facilities.

California Home

CA.gov CALIFORNIA ENVIRONMENTAL PROTECTION AGENCY STATE WATER RESOURCES CONTROL BOARD

Regulated Facility Report (Storm Water)

SEARCH CRITERIA: [REFINE SEARCH](#) [NEW SEARCH](#) [LOG OUT](#)
 Grouped By: [City](#) [City \(Birthdate\)](#) [Propriety](#) [Propriety \(Storm Water\)](#) Status Active

City	Facilities Regulated Under the Construction Program	Facilities Regulated Under the Industrial Program	Facilities Regulated Under the Municipal Phase 1 Program	Facilities Regulated Under the Municipal Phase 2 Program	Facilities Regulated Under the Stormwater General Permit Program	Total Facilities
California	0	9	0	0	0	9

Note: A red arrow points to the '9' in the 'Total Facilities' column.

REGULATED FACILITIES:

CAUTRAINS - This California Department of Transportation is responsible for the design, construction, management, and maintenance of the State highway system.

CONSTR - Regulates discharges of storm water related to construction activities to waters of the United States.

INDSTM1 - Regulates discharges of storm water related to industrial activities to waters of the United States.

INDSTM2 - Regulates discharges of storm water from facilities under a Municipal Storm water Phase 1 permit to waters of the United States.

MNS1TM2 - Regulates discharges of storm water from facilities under the Municipal Storm water Phase 2 permit to waters of the United States.

REGULATED FACILITIES:

Region:

- 1 - Kern County
- 2 - San Francisco Bay
- 3 - Central Coast
- 4 - Los Angeles
- 5 - Central Valley, Fresno Office
- 5S - Central Valley, Sacramento Office
- 6 - San Diego
- 6T - Landon, Tulsa Office
- 6V - Landon, Vancouver Office
- 7 - Colorado River
- 8 - Santa Ana
- 9 - San Diego
- SR - Central Valley, Redding Office

The list of Active Businesses is exportable as an Excell spread sheet.

California Home

California Environmental Protection Agency
STATE WATER RESOURCES CONTROL BOARD

California Integrated Water Quality System Project (CIWS)

Regulated Facility Report (Detail)

[NEW FACILITY REPORT TO EXCEL](#)

SEARCH CRITERIA: [REFINE SEARCH](#) [NEW SEARCH](#) [CLOSED](#)
Grouped by: City, City (Burbank) Program (Storm Water) Status Active

DRILLDOWN HISTORY: [BACK TO SEARCH](#)
Program Storm Water - City Burbank

Agency	Address	Facility Name	Address	Latitude	Longitude	Facility Type	REGULATED FACILITY STATUS	San Region	Basin	Program	Status	Facility Order No.	WQID	NPDES No.	Agency Effective Date	Termination Date	Exportable
Burbank	27 Industrial Way	Industrial Way	Burbank	37.0943	-122.4078	Industrial - Local and Street	Active	San	Basin 2	INDSTW	Active	2014-0027-DWID 2-41NEC020105	CAS000001		09/25/2002		Yes
El Monte	7589 National Dr	Goodman	Burbank	37.6681	-122.4165	Industrial - Curbcut and Driveway	Active	San	Basin 2	INDSTW	Active	2014-0027-DWID 2-41NEC020105	CAS000001		08/30/2010		Yes
Hayward	3230 E Imperial	Goodman	Burbank	37.69746	-122.4034	Industrial - Local	Active	San	Basin 2	INDSTW	Active	2014-0025-DWID 2-41NEC020208	CAS000001		08/27/2015		Yes

Enforcement Response Plan

For C.3.h O&M Verification, C.4.c Industrial/Commercial Site Control, C.5.b Illicit Discharge Detection and Eliminations and C.6.b Construction Site Controls

City of Brisbane

July 27, 2017



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Appendix

Appendix A	City of Brisbane Municipal Code Chapter 13.06 - STORM WATER MANAGEMENT AND DISCHARGE CONTROL
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Appendix B	Enforcement Response Guide
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1.0 Introduction

This enforcement response plan (ERP) provides guidance to inspection staff to assist them to take consistent actions needed to achieve effective and timely compliance with the municipality's stormwater ordinance and other enforcement authorities allowed by the local municipal code. The ERP was developed to comply with the following sections of the San Francisco Bay Municipal Regional Stormwater Permit (MRP) NPDES Order No. R2-2015-0049 (Permit No. CAS612008):

- Stormwater Treatment Measures O&M Verification Program (C.3.h)
- Industrial and Commercial Site Controls (Provision C.4.c)
- Illicit Discharge Detection and Elimination (IDDE) (Provision C.5.b)
- Construction Site Controls (C.6.b)

The selection of an appropriate enforcement action and the escalation of enforcement are based on the seriousness of the violation and the responsible party's response to the agency's previous attempts to achieve compliance. The ERP includes suggested amounts of time to allow for the correction of violations based on the goals stated in the MRP. The nature of a specific violation may require tailoring of the timeframes for correction and/or the use of temporary measures to promptly address a violation before a permanent solution may be implemented. As required by the MRP, this ERP also describes when it may be appropriate to refer violations to another agency, such as the San Francisco Bay Regional Water Quality Control Board (Regional Water Board), for additional enforcement.

1.1 Legal Authority

The City has legal authority to carry out the requirements of the permit. Specifically, the City has the authority to inspect, require effective stormwater pollutant control, and implement progressively stricter enforcement to achieve expedient compliance and pollutant abatement within its jurisdiction. This authority is under Brisbane Municipal Code Chapter 13.06 - Storm Water Management and Discharge Control, which is included in Appendix A.

The City derives its authority to inspect and enforce C.3 regulated installations through a maintenance agreement required of all C.3 regulated projects.

Any entity contracted by the City to conduct commercial and industrial stormwater inspections operates under the City's legal authority described above.

1.2 Regulatory Requirements

The MRP specifies that the ERP shall contain the following elements:

1. Enforcement procedures;
2. Enforcement tools and field scenarios;
3. Timely correction of potential and actual non-stormwater discharges; and
4. Referral and coordination with other agencies.

2.0 City Stormwater Inspection Programs

This ERP is designed for violations identified by City inspection staff, or their contractor, during inspections of industrial and commercial facilities, Illicit Discharge Detection and Elimination (IDDE) investigations and construction sites and stormwater treatment measures at Regulated Projects. The City also participates in the San Mateo Countywide Water Pollution Prevention Program (SMCWPPP) – a partnership with the City/County Association of Governments of San Mateo County (C/CAG), and each incorporated city and town in the county. Through SMCWPPP, the City receives additional MRP compliance support.

2.1 City Responsibility

The City is responsible for conducting the commercial and industrial facility stormwater inspections for all facilities that require inspections. The City is also responsible for conducting the IDDE investigations received through their Spill, Dumping, and Complaint Response Program. The City is responsible for conducting inspections at construction sites and new development O&M verification inspections. The City may choose to utilize a contractor to conduct some or all of the inspections.

2.2 Contract Agreement with the County of San Mateo

The City maintains a Memorandum of Agreement with San Mateo County (County) for inspection of certain businesses; the Agreement is expected to terminate 12/31/17. The City/County Agreement identifies what industrial and commercial stormwater inspections the County will perform as the contractor. Inspections are performed by County Environmental Health (CEH) staff during routine inspections at facilities that are already being inspected by CEH under their Consumer Protection Division (CPD) or Hazardous Materials Division (CUPA).

The CPD inspects retail food facilities including, restaurants, bakeries, markets, mobile food trucks and carts, cottage food enterprises, temporary food facilities, and farmer’s markets. The CPD also inspects public swimming pools and spas.

CUPA inspections are performed for facilities that fall into any of the following activities:

1. Store hazardous materials at quantities that require a Hazardous Materials Business Plan (HMBP);
2. Generate and/or treat hazardous waste on-site;
3. Utilize an underground storage tank(s) for hazardous materials storage;
4. Store petroleum products in an aboveground storage tank(s) over 1,320 gallons; and/or
5. Store specific chemicals that trigger “high hazard” community planning (California Accidental Release program – Risk Management Plan).

3.0 Roles and Responsibilities

The City is the lead agency responsible for overall compliance with the MRP.

3.1 City Enforcement Responsibilities

This section describes the duties of agency staff that are responsible for implementing enforcement actions described in this ERP.

The primary enforcement staff members for the City of Brisbane are:

- Public Works Inspector – grading/construction issues.
- Stormwater Coordinator (Regulatory Compliance Manager) – grading/construction issues, illicit discharges, commercial/industrial issues.
- Public Works Maintenance Staff – responsible for reporting any illicit discharges during the course of normal operations.
- Planning Department Staff (Senior Planner and Associate Planner) - responsible for C.3 O&M verification inspections.
- The Public Works Director/City Engineer will serve as the primary Enforcement Official for this ERP and associated enforcement of the City's Administrative Code.
- The City Attorney is responsible for reviewing consistency of actions taken under this ERP with the City's Administrative Code, and providing legal support when required.

3.2 Contractor Enforcement Responsibilities

The County has been contracted to perform certain commercial and industrial stormwater inspections; the contract is expected to terminate 12/31/17. CEH staff conduct one routine and one follow up inspection, as needed, at the identified facilities. If stormwater compliance issues cannot be resolved during the follow-up inspection, the issue is referred to the City for further enforcement actions.

If the County receives a complaint for a facility where they conduct stormwater inspections, a County inspector will investigate. If the County cannot investigate the complaint within 24 hours, they will refer the case to the City. The City will investigate according to their IDDE procedures.

If the County inspector is unable to identify the source of an active discharge at a business, the County inspector will refer the case to the City immediately following the inspection. The City will investigate according to their IDDE procedures.

A more detailed description of the County roles and responsibilities are in the County's ERP (not attached herein). The roles below are the County staff positions related to the City's program.

CEH Stormwater Program Lead Duties

The primary role of the Program Lead is to ensure that the City's ERP is followed in a timely and consistent manner. To achieve compliance, the Program Lead generally performs the following duties:

- Communicate with the City to ensure that program goals are being met;
- Guide Inspection Staff on appropriate enforcement actions;
- Compile compliance data for the annual report;

- Coordinate referrals to contract cities and towns; and
- Assign appropriate inspector for complaint driven inspections.

CEH Inspector Duties

The Inspector generally conducts the following duties:

- Conduct routine, initial follow-up and complaint driven facility inspections and reviews documentation to identify potential or actual non-stormwater discharge violations;
- Issue Enforcement Actions (verbal warnings, warnings notices, notices of violation) to responsible parties at initial and single follow-up inspections;
- Enter inspection reports and enforcement actions into the electronic database;
- Close outstanding violations in the electronic database when compliance has been confirmed; and
- After the initial follow up inspection, refer re-inspection and enforcement to the City.

4.0 Enforcement Procedures

At industrial and commercial sites, problems are identified as either potential or actual non-stormwater discharges. Potential non-stormwater discharges are where observations identify inadequate best management practices (BMPs) to prevent non-stormwater discharges (e.g. liquid drum left open could result in a non-stormwater discharge if accidentally tipped or liquid drum not in secondary containment could result in a non-stormwater discharge if the drum develops a leak in the future) or potential for pollutant exposure (e.g. if it were raining at the time of the observation rainfall and/or runoff would pick up pollutants). An actual non-stormwater discharge is an illicit discharge of anything other than rain being discharged to the MS4 or waterbody.

A range of enforcement mechanisms are available and include informal responses, such as in-person, email, or over the telephone contacts, distribution of educational materials, or written warnings and/or formal responses, such as notices of violation, administrative orders (with or without penalties) that may include mitigation and judicial actions. The appropriate enforcement action can be determined by using the Enforcement Response Guide (ERG) in Appendix B. The ERG reflects the following concepts:

- The facility or responsible party is notified when a violation is found at the preliminary business inspection or illicit discharge investigation.
- If the facility or site is re-inspected, or if adequate documentation is provided to demonstrate that the violation has been corrected, no further response may be necessary.
- For most violations, a follow up inspection will be conducted to ensure that the violation has been corrected.
- For most violations, the City requires an explanation and, as appropriate, a plan for the facility or responsible party to correct the noncompliance within the time period specified on the inspection report. This plan could be as simple as verbal or email communication, but should be commensurate to the magnitude of the violation.

- If the violation remains unresolved, noncompliance persists, or the explanation and the mitigation plan are not adequate, the City response will become more formal and commitments (or schedules, as appropriate) for compliance will be established in a documented enforcement action.
- The enforcement response selected should reflect the seriousness of the violation and the enforcement response will be escalated if compliance is not achieved in a timely manner that maximizes protection of the storm drain system and stormwater quality. A serious violation may require immediate formal enforcement action.
- For violations discovered at facilities inspected by CEH (until the expected termination of the contract on 12/31/17), the enforcement will be referred to the City for continued enforcement action resolution. Generally, the County provides a single follow up inspection to confirm the violation was corrected before referring to the City.

By incorporating criteria for evaluating noncompliance and determining the appropriate enforcement action, the ERG provides a level of response appropriate to the violation. Additional criteria, which are not “built-in” to the ERG can be used to establish an appropriate enforcement action, which may be more or less stringent. Noncompliance may range from relatively minor violations, such as inconsistent use of appropriate BMPs, to major violations, such as an unauthorized discharge to a storm drain inlet or waterway. The enforcement response to each violation event is based on the severity and duration of the violation, the enforcement history of the facility, the good-faith or culpability of the facility, and the potential or actual harm caused by the violation. The enforcement procedures are designed to ensure that the proper enforcement response will be selected after considering these factors.

4.1 Mobile Businesses

Enforcement actions taken against mobile businesses for illicit discharges should also be referred to the SMCWPPP Commercial/Industrial/Illicit Discharge (CII) Subcommittee. Due to the unique nature of mobile businesses, it can be difficult to track enforcement of a single business across jurisdictions. The CII Subcommittee developed a table to share information regionally regarding enforcement actions taken on mobile businesses. Subcommittee members send enforcement information to the Subcommittee facilitator who periodically updates the table. This Mobile Business Enforcement Information table resides on the members’ only section of the Flows to Bay website.

Inspectors can send contact information on any mobile cleaning businesses they come across during their routine activities to the CII Subcommittee to add to the regional mobile cleaner businesses inventory.

5.0 Enforcement Tools and Scenarios (Enforcement Actions)

The City has purposefully ensured the first level enforcement tools used by the City are comparable to the first level enforcement tools used by the County, their contractor for certain industrial/commercial business inspections until 12/31/17. This allows early enforcement activities by our contractor to be commensurate with the City’s ERP while simplifying ERP training for CEH inspectors that cross many jurisdictional boundaries.

5.1 Enforcement Tools

The following Enforcement Tools, or Enforcement Actions, are utilized to respond to stormwater noncompliance. A flowchart that depicts the progression of enforcement action is provided in Figure 1 and an overview of these tools is provided in [Appendix B](#).

Distribution of Education / Outreach Materials

Education / outreach materials for BMPs and verbal instruction are provided for new businesses, existing facilities that need to improve their BMPs, or residents responsible for illicit discharges. Generally, education/outreach materials are not a strict enforcement tool, but rather are used to help businesses and residents learn what BMPs may be needed and to supplement the enforcement tools below.

If the responsible party for an illicit discharge cannot be identified, distributing educational materials to all potential dischargers in the area is pursued.

Verbal Warning (Level 0)

For threatened violations (i.e., there is no evidence of an active or historical non-stormwater discharge) due to inadequate housekeeping, lack of appropriate BMPs to prevent pollution, or threatened non-stormwater discharges disallowed by MRP.

Warning Notice (Level 1)

A Warning Notice is an official notice of noncompliance that is documented. Warning Notices are typically given in instances of minor violations and/or if the corrective actions taken are immediate. A Warning Notice is documented on the inspection form or may be a separate written document sent to the facility. Proof of compliance may be accomplished through re-inspection or by documentation (e.g., submittal of invoices, photographs, or other proof of remedy resources).

Notice of Violation (Level 2)

Issued for inadequate response to a Verbal Warning or Warning Notice or for significant violations. This written warning will be in the form for Notice of Violation specified in the city's "Administrative Code Enforcement Handbook", and will describe violations, expected corrections, and schedule for correction.

Administrative Citation/Notice to Comply (Level 3)

For major violations or if the response to a Notice of Violation is inadequate. This written notice will be in the form specified for Administrative Citations - Requirement for Corrective Action specified in the city's "Administrative Code Enforcement Handbook" that describes violations, expected corrections, and schedule for correction.

Administrative Compliance Order (Level 4)

For the most serious violations, including where the response to the notice to comply is inadequate. This written warning, and subsequent required Hearings, are generally reserved for more complicated violations that may require extensive involvement by staff over a long or uncertain period of time, and will typically be used for misdemeanor offenses where fines up to \$1,000 are being charged.

Levels 2-4 are all administrative citations implemented by the City. In the event where administrative enforcement remedies are inadequate to resolve the violations, the Enforcement Official will forward these violations to the City Attorney for the imposition of judicial enforcement remedies, including criminal infractions and misdemeanor complaints.

Routine Inspection

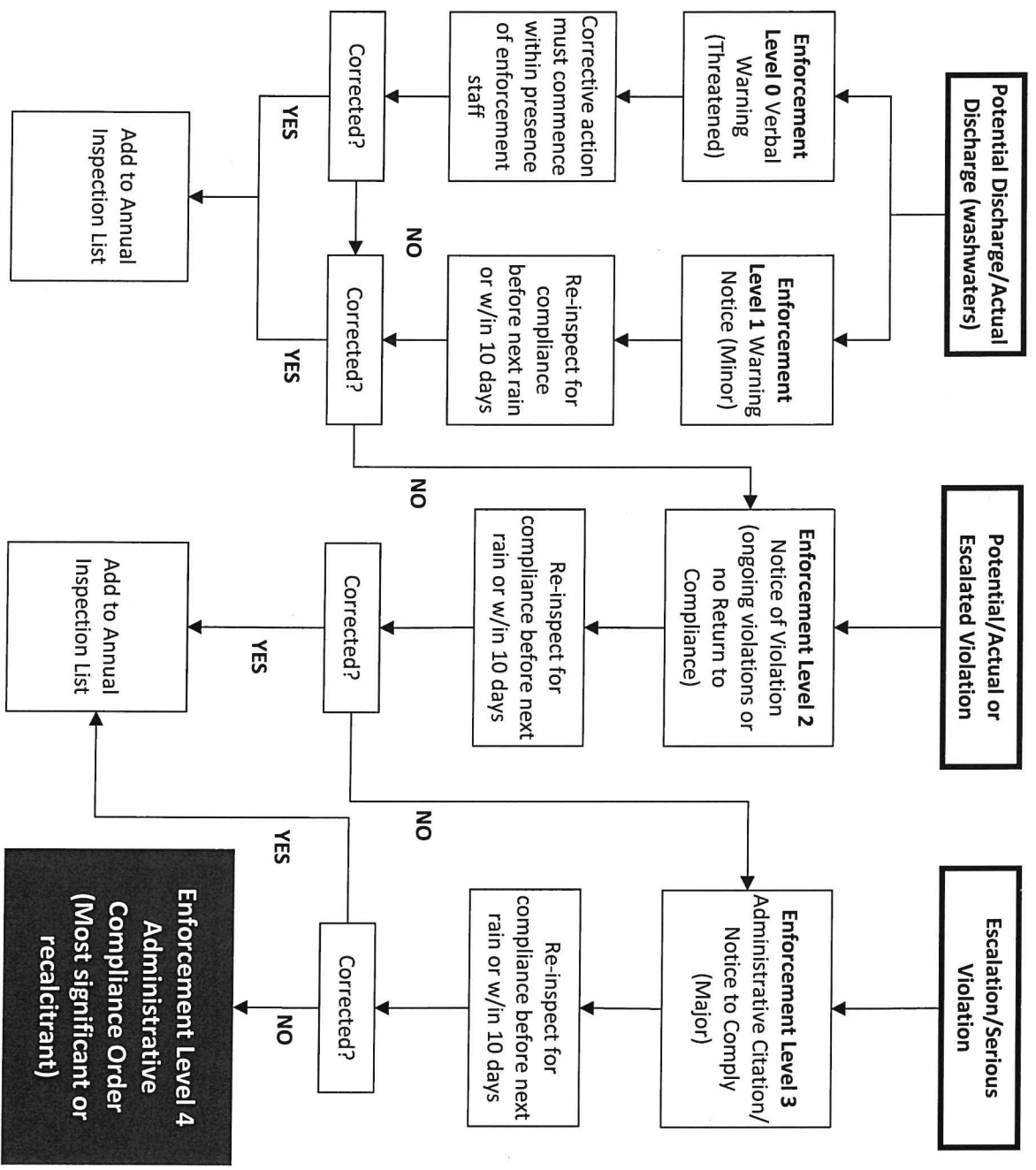


Figure 1. Standard Enforcement Level Progression Flow Chart

Routine Industrial/Commercial Inspection by County or other Contracted Entity on Behalf of Brisbane

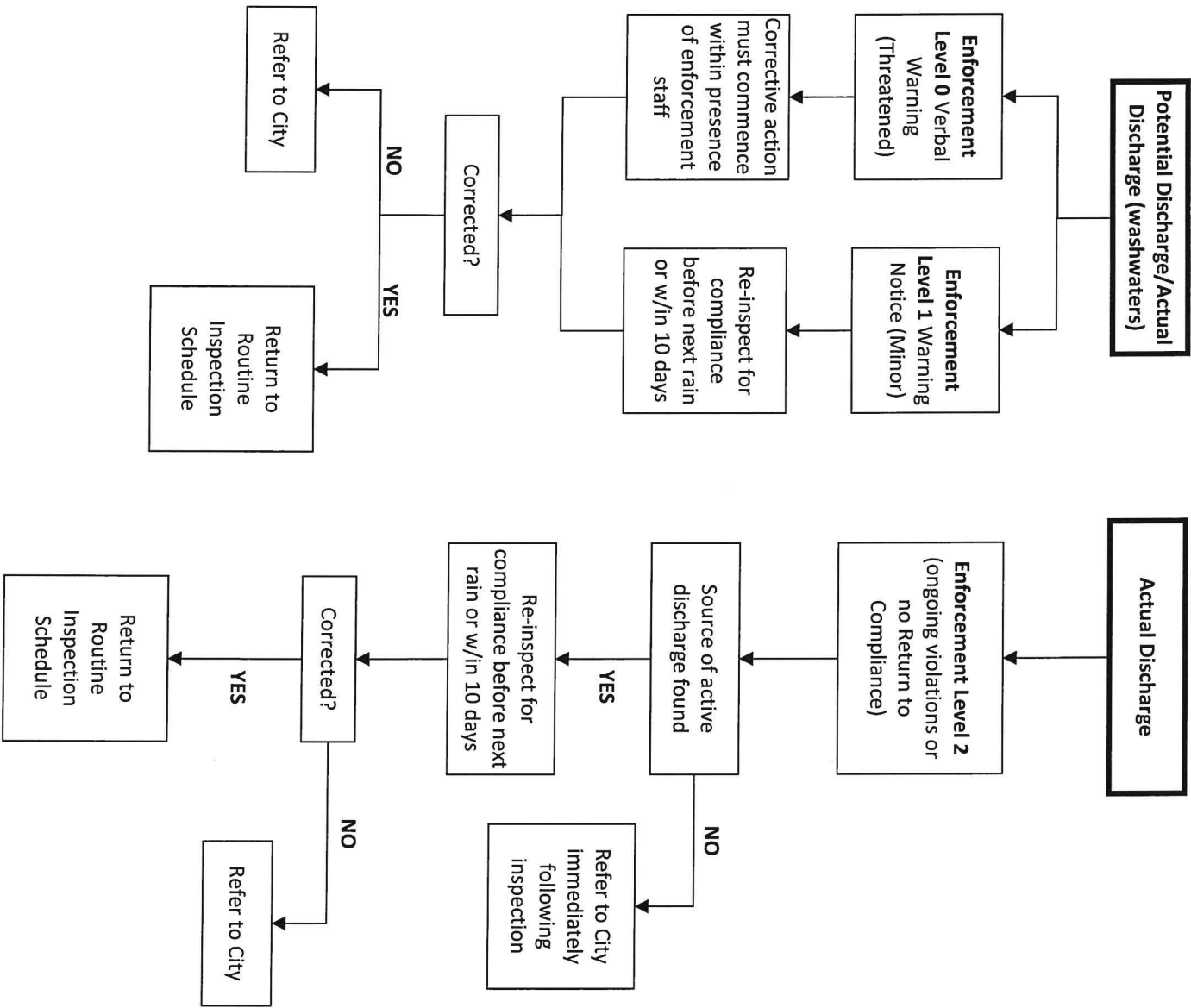


Figure 2. Standard Enforcement Level Progression Flow Chart for Inspections Conducted by the County or other Contracted Entity on Behalf of Brisbane

5.1.1 Enforcement Action Escalation

The Enforcement Actions incorporate a progressive enforcement response policy that is designed to maintain a fair and equitable system for enforcement to ensure that Enforcement Actions are proportionate to the violations, to provide maximum flexibility and effectiveness of Enforcement Actions, and to provide a system of escalating Enforcement Actions to encourage prompt compliance and deter repeat violations.

An Enforcement Action may be escalated depending on the circumstance of the case. However, at a minimum, escalation of Enforcement Actions occurs under the following conditions:

1. The initial Enforcement Action begins at an escalated level that is commensurate to the circumstances of the violation;
2. Failed to implement corrective action in the time frame specified; or
3. The facility has a history of actual and/or potential discharges (e.g., has not demonstrated an effort to prevent non-stormwater discharges).

The inspection frequency established in the Business Inspection Plan for the subject facility will also be escalated to annual until a full cycle of compliance is achieved.

5.2 Field Scenarios

Example field scenarios including, but not limited to, potential discharges (e.g., housekeeping issues, evidence of actual non-stormwater discharges, lack of BMPs, inadequate BMPs, and inappropriate BMPs), actual non-stormwater discharges, non-compliance with previous enforcement actions, and sites with a history of potential and/or actual non-stormwater discharges, are provided in Appendix B with the appropriate Enforcement Action and/or escalation indicated.

6.0 Timely Correction of Potential and Actual Non-stormwater Discharges

The City's goal is to have active non-stormwater discharges found during business inspections or IDDE investigations cease immediately. If the source of the non-stormwater discharge cannot be readily identified, the facility or responsible party is directed to take the following actions immediately:

1. Terminate the discharge with appropriate temporary measures;
2. Identify a plan for source identification; and
3. Provide a reasonable timeline to permanently mitigate the discharge.

If needed, the facility or responsible party will be directed to clean up the non-stormwater discharge in the storm drain system and/or surrounding area. The City may choose to clean up the non-stormwater discharge and charge the responsible party.

For active discharges at an industrial/commercial business, where the County inspector or other contracted entity is unable to locate the source, the County inspector/Program Lead or other contracted entity will refer the issue at the conclusion of the inspection to the City's Regulatory Compliance Manager. The City will investigate the referral according to their IDDE program procedures.

The City's goal is to have corrective actions for potential discharges implemented before the next rain event, but no longer than 10 business days after violation discovery for industrial, commercial and construction sites. Corrective actions can be temporary and the MRP allows for longer timeframes for permanent corrective action. If a longer time frame is deemed as "reasonable" by the City to achieve permanent compliance (e.g., a permit is required and/or the responsible party needs to hire a contractor), a rationale shall be recorded on the inspection report and in the City's electronic database. For stormwater treatment control measures O&M inspections, the City's goal is to have corrective actions implemented within 30 days.

The City's goal is to conduct a follow-up inspection within 10 business days to determine if corrective actions have been implemented. If the corrective actions have not been implemented the City will escalate enforcement action. If corrective actions have not been implemented at a business inspected by County staff or other contracted entity at the follow-up inspection, the County inspector or other contracted entity will refer the business within one business days to the City's Regulatory Compliance Manager and provide a weekly report of stormwater violations by email. The City's goal is to conduct the second follow-up inspection within ten (10) business days, or before the next rain event, of the County's or other contracted entity's follow-up inspection.

Complaints or referrals from the public the County receives that pertain to businesses inspected by the County will be investigated by the County within 24 hours. If the County is unable to investigate within 24 hours the case will be referred to the City's Regulatory Compliance Manager. The City will investigate according to their IDDE program procedures.

The City's IDDE program goal is to investigate complaints or referrals received by the City within 24 hours.

7.0 Referral and Coordination with Other Agencies

The MRP states that where enforcement tools are inadequate, the violations should be referred to the Regional Water Board, District Attorney's Office, City Counsel's Office, or other relevant agencies for additional enforcement (Provision C.4.c.ii.(4)). Referrals may also be made to the California Department of Fish and Wildlife (DFW), California Department of Toxic Substances Control (DTSC), and possibly to the U.S. Environmental Protection Agency (USEPA).

7.1 Joint Compliance Inspections

In some situations it is appropriate to conduct joint compliance inspections with other agencies, based on the nature of the violation or because the violation(s) are ongoing or repeated and stormwater pollution prevention may benefit from the enforcement options provided by other environmental

statutes. Using the resources of a joint compliance inspection, the regulatory agencies may be able to decide how to most efficiently achieve compliance.

8.0 Recordkeeping

There are electronic data tracking requirements identified in Provision C.3.h.ii(6), C.4.b.ii.(3), C.4.d.ii.(2), C.5.d.ii and C.6.e.ii.(4) of the MRP. The City will track enforcement actions issued and when corrective actions were implemented and verified. Records are kept for a minimum of five years or the permit term.

The County provides inspection records of stormwater inspections conducted by CEH to the City quarterly in the form of Excel tables. Any other entity contracted to perform stormwater inspections for the City will be required to provide inspection records no less than quarterly. The City will keep these records for a minimum of five years or the permit term.

APPENDIX

APPENDIX A

City of Brisbane Municipal Code Chapter 13.06 Stormwater Management and Discharge Control

13.06.010 - Title.

The ordinance codified in this chapter shall be known as the "City of Brisbane Storm Water Management and Discharge Control Ordinance" and may be so cited.

(Ord. 407 § 3(part), 1996; Ord. 392 § 2(part), 1994).

13.06.020 - Purpose and intent.

The purpose of this chapter is to ensure the future health, safety, and general welfare of the city of Brisbane's citizens by:

- A. Eliminating nonstorm water discharges to the municipal separate storm sewer;
- B. Controlling the discharge to municipal separate storm sewers from spills, dumping or disposal of materials other than storm water;
- C. Reducing pollutants in storm water discharges to the maximum extent practicable.

The intent of this chapter is to protect and enhance the water quality of our watercourses, water bodies, and wetlands in a manner pursuant to and consistent with the Clean Water Act.

(Ord. 407 § 3(part), 1996; Ord. 392 § 2(part), 1994).

13.06.030 - Construction and application.

This chapter shall be construed to assure consistency with the requirements of the federal Clean Water Act and acts amendatory thereof or supplementary thereto, applicable implementing regulations, and NPDES Permit No. CA0029921 and any amendment, revision or reissuance thereof.

(Ord. 407 § 3(part), 1996; Ord. 392 § 2(part), 1994).

13.06.040 - Definitions.

Any terms defined in the federal Clean Water Act and acts amendatory thereof or supplementary thereto, and/or defined in the regulations for the storm water discharge permitting program issued by the Environmental Protection Agency on November 16, 1990 (as may from time to time be amended) as used in this article shall have the same meaning as in that statute or regulations. Specifically, the definition of the following terms included in that statute or regulations are incorporated by reference, as now applicable or as may hereafter be amended: discharge, illicit discharge, pollutant, and storm water. These terms and the following words shall have the meanings ascribed to them in this section:

- A. Authorized Enforcement Official. When used in this chapter, the following city officials are "authorized enforcement officials": Director of public works/city engineer; city manager; building and planning director; fire chief and their authorized designees.
- B. Best management practices ("BMPs") means schedules of activities, prohibitions of practices, general good housekeeping practices, pollution prevention practices, maintenance procedures, and other management practices to prevent or reduce the discharge of pollutants directly or indirectly to "waters of the United States." BMPs also include treatment requirements, operating procedures, and practices to control plant site runoff, spillage or leaks, sludge or waste disposal, or drainage from raw material storage.
- C. City means the city of Brisbane.
- D. City storm sewer system means and includes, but is not limited to, those facilities within the city by which storm water may be conveyed to waters of the United States, including any roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, manmade channels or storm drains, which is not part of a publicly owned treatment works (POTW) as defined in 40 CFR § 122.2.
- E. Discharge means any addition of any pollutant to navigable waters from any point source, or any addition of any pollutant to the waters of the contiguous zone or the ocean from any point source other than a vessel or other floating craft.
- F. Illicit discharge means any discharge to the city storm sewer system that is not composed entirely of storm water except discharges pursuant to a NPDES permit and discharges resulting from firefighting activities.
- G. Municipal regional permit means the municipal regional stormwater NPDES (National Pollutant Discharge Elimination System) permit, of which the city is a permittee, issued by the San Francisco Regional Water Quality Control Board, a copy of which is filed in the office of the city clerk, and any amendment, revision or reissuance thereof.
- H. Nonstorm water discharge means any discharge that is not entirely composed of storm water.
- I. Pollutant means dredged soil, solid waste, incinerator residue, sewage, garbage, sewage sludge, munitions, chemical wastes, biological materials, radioactive materials, equipment, rock, sand, cellar dirt and industrial, municipal, and agricultural waste discharge into water.
- J. Premises means any building lot parcel, real estate, or land or portion of land whether improved or unimproved including adjacent sidewalks and parking strips.
- K. Storm water means storm water runoff, snow melt runoff, and surface runoff and drainage.

(Ord. 407 § 3(part), 1996; Ord. 392 § 2(part), 1994).

(Ord. No. 571, § 1, 3-19-12)

13.06.050 - Responsibility for administration.

This chapter shall be administered for the city by the director of public works/city engineer. Where storm drain facilities and/or watercourses have been accepted for maintenance by the San Mateo County Flood Control and Water Conservation District or other public agency legally responsible for certain watercourses, then the responsibility for enforcing the provisions of this chapter may be

assigned to such agency, through contract or agreement executed by the city and such agency, with respect to those watercourses for which they have accepted maintenance.

(Ord. 407 § 3(part), 1996; Ord. 392 § 2(part), 1994).

13.06.060 - Storm water charges established.

Pursuant to the provisions of Health and Safety Code Section 5471, the city establishes a system of charges for its storm water drainage system. For the purposes of such system of charges "assessment roll" means the roll upon which general taxes of the city are collected and "annual real property tax statement" means the annual tax statement issued by the county of San Mateo.

(Ord. 407 § 3(part), 1996; Ord. 392 § 2(part), 1994).

13.06.070 - Schedule of charges.

The charges for services furnished by the city may be based upon the class of use or area of parcels as determined by resolution of the city council adopted by a four-fifths vote

. Charges shall be assessed on a yearly basis against parcels as set forth in the master fee schedule adopted by resolution of the city council.

(Ord. 407 § 3(part), 1996; Ord. 392 § 2(part), 1994).

13.06.080 - Collection.

All storm water charges hereinabove provided for shall be collected on the official tax assessment roll, together with all regular municipal real property taxes. The charges shall constitute liens upon the particular lots or parcels of land affected and shall be effective at the same time and to the same extent as is provided for by law in the case of property taxes, with like penalties for delinquencies, all provided for by Health and Safety Code Section 5473.5, et seq.

(Ord. 407 § 3(part), 1996; Ord. 392 § 2(part), 1994).

13.06.090 - Special charges.

The city may, upon a proper showing and upon the city council's making a determination in connection therewith, enter into a special written agreement with any industrial or commercial concern providing for the direct payment of storm water charges to the city rather than for the charges to be collected on the tax rolls; provided, however, that in the event of a default, the city shall be entitled to receive from the particular taxpayer the benefit of all applicable penalties for delinquencies and to avail itself of all applicable remedies for the enforcement of collection.

(Ord. 407 § 3(part), 1996; Ord. 392 § 2(part), 1994).

13.06.100 - Finance director report—Notice and hearing.

Annually, on or before the first day of July, it is the duty of the finance director to file with the city clerk a report containing a summary of the annual charges of real property, computed in conformity with the schedule of charges. Thereafter, the city council shall hold a public hearing with respect to the report, after the city clerk has given proper notice.

(Ord. 407 § 3(part), 1996; Ord. 392 § 2(part), 1994).

13.06.110 - Adoption of report.

On or before the tenth day of August of each year, following the final determination of the city council with respect to the annual report, the city clerk shall file with the county auditor a copy of the report with a statement endorsed thereon over the clerk's signature that it has been finally adopted by the city council. The county auditor shall then enter the amounts of the charges against the respective lots of parcels of land as they appear on the then-current assessment roll based upon detailed data provided by the city.

(Ord. 407 § 3(part), 1996; Ord. 392 § 2(part), 1994).

13.06.120 - Additional charges.

The city may adopt fees to provide for the recovery of costs from users of the storm water system. Such fees may include, but are not limited to, permits, monitoring, inspections and surveillance procedures, accidental discharge matters appeals, reimbursement of costs incurred by city for removal of pollutants, and any other fees the city deems necessary to carry out the requirements of this chapter. The applicable fees shall be as set forth in the city's master fee schedule.

(Ord. 407 § 3(part), 1996; Ord. 392 § 2(part), 1994).

13.06.130 - Discharge of pollutants.

The discharge of nonstorm water discharges to the city storm sewer system is prohibited except as provided herein. All discharges of material other than storm water must be in compliance with a NPDES permit issued for the discharge other than NPDES Permit No. CA0029921.

(Ord. 407 § 3(part), 1996; Ord. 392 § 2(part), 1994).

13.06.135 - Discharge of vehicle fluids prohibited.

No person shall park a vehicle on a highway, as defined in Section 360 of the California Vehicle Code, or on private or public property unless the vehicle is maintained so as to prevent unreasonable leakage of oil, water or other fluids from the vehicle onto the highway.

(Ord. No. 610, § 1, 11-3-16)

13.06.140 - Exceptions to discharge prohibition.

The following discharges are exempt from the prohibition set forth in Section 13.04.580:

A. The prohibition on discharges shall not apply to any discharge regulated under a National Pollutant Discharge Elimination System (NPDES) permit issued to the discharger and administered by the state of California under authority of the United States Environmental Protection Agency; provided, that the discharger is in full compliance with all requirements of the permit and other applicable laws or regulations.

B. Discharges from the following activities will not be considered a source of pollutants to waters of the United States when properly managed: water line flushing and other discharges from potable water sources, landscape irrigation and lawn watering, irrigation water, diverted stream flows, rising ground waters, infiltration to separate storm drains, uncontaminated pumped ground water, foundation and footing drains, water from crawl space pumps, air conditioning condensation, springs, individual residential car washings, flows from riparian habitats and wetlands, dechlorinated swimming pool discharges or flows from fire fighting, and accordingly are not subject to the prohibition on discharges.

(Ord. 407 § 3(part), 1996: Ord. 392 § 2(part), 1994).

13.06.142 - Clean-up of spilled or accidentally discharged wastes.

Any person delivering, hauling, disposing, storing, discharging or otherwise handling hazardous materials or potentially polluting substances, solid or liquid, such as, but not limited to the following: fuel oil, gasoline, solvents, industrial liquids or fluids, milk, grease trap and catch-basin wastes, oil or petroleum wastes, shall immediately clean up any such spilled materials or substances to prevent such materials or substances becoming a hazard to health or safety or, directly or indirectly, permitting such materials or substances to enter the city's storm sewer system.

(Ord. No. 610, § 1, 11-3-16)

13.06.144 - Duty of notification.

Spills or accidental releases of hazardous materials or potentially polluting substances that cannot adequately be cleaned by the responsible person to prevent such materials or substances from becoming a hazard to health or safety, or to prevent such materials or substances from direct or indirect entry to the city's storm sewer system, shall be reported immediately to the city by the responsible person by telephoning 911, and confirming the notification by written correspondence to the City of Brisbane Public Works Department.

(Ord. No. 610, § 1, 11-3-16)

13.06.150 - Discharge in violation of permit.

Any discharge that would result in or contribute to a violation of the municipal regional permit. Liability for any such discharge shall be the responsibility of the person(s) causing or responsible for the discharge, and such persons shall defend, indemnify and hold harmless the city in any administrative or judicial enforcement action relating to such discharge.

(Ord. 407 § 3(part), 1996: Ord. 392 § 2(part), 1994).

(Ord. No. 571, § 2, 3-19-12)

13.06.160 - Illicit discharge and illicit connections.

It is unlawful to establish, use, maintain, or continue illicit drainage connections to the city storm sewer system, and to commence or continue any illicit discharges to the city storm sewer system. This prohibition is expressly retroactive and applies to connections made in the past, regardless of whether made under a permit or other authorization or whether permissible under the law or practices applicable or prevailing at the time of the connection.

(Ord. 407 § 3(part), 1996; Ord. 392 § 2(part), 1994).

13.06.170 - Reduction of pollutants in storm water.

Any person engaged in activities which will or may result in pollutants entering the city storm sewer system shall undertake all practicable measures to reduce such pollutants. Examples of such activities include ownership and use of facilities which may be a source of pollutants such as parking lots, gasoline stations, industrial facilities, commercial facilities, stores fronting city streets, etc. The following minimal requirements shall apply:

A. Littering.

1. No person shall throw, deposit, leave, maintain, keep, or permit to be thrown, deposited, placed, left or maintained, any refuse, rubbish, garbage, or other discarded or abandoned objects, articles, and accumulations, in or upon any street, alley, sidewalk, storm drain, inlet, catch basin, conduit or other drainage structures, business place, or upon any public or private lot of land in the city, so that the same might be or become a pollutant, except in containers or in lawfully established grounds.
 2. The occupant or tenant, or in the absence of occupant or tenant, the owner, lessee, or proprietor of any real property in the city in front of which there is a paved sidewalk shall maintain the sidewalk free of dirt or litter to the maximum extent practicable. Sweepings from the sidewalk shall not be swept or otherwise made or allowed to go into the gutter or roadway, but shall be disposed of in receptacles maintained on the real property as required for the disposal of garbage.
 3. No person shall throw or deposit litter in any fountain, pond, lake, stream, lagoon, or any other body of water in a park or elsewhere within the city.
- B. Standard for Parking Lots and Similar Structures. Persons owning or operating a parking lot, gas station pavement or similar structure shall clean those structures as frequently and thoroughly as practicable in a manner that does not result in discharge of pollutants to the city storm sewer system.
- C. Best Management Practices for New Developments and Redevelopments. Any construction contractor performing work in the city shall endeavor, whenever possible, to provide filter materials at the catch basin to retain any debris and dirt flowing in to the city's storm sewer system. The director of public works/city engineer may establish controls on the volume and rate of storm water runoff from new developments and redevelopment as may be appropriate to minimize the discharge and transport of pollutants.
- D. Notification of Intent and Compliance With General Permits.

1. Each industrial discharger, discharger associated with construction activity, or other discharger, described in any general storm water permit addressing such discharges, as may be adopted by the United States Environmental Protection Agency, the State Water Resources Control Board, or the California Regional Water Quality Control Board, San Francisco Bay Region, shall provide notice of intent, comply with, and undertake all other activities required by any general storm water permit applicable to such discharges.

2. Each discharger identified in an individual NPDES permit relating to storm water discharges shall comply with and undertake all activities required by such permit.

E. Compliance With Best Management Practices. Where best management practices, guidelines or requirements have been adopted by any federal, state of California, regional and/or city agency, for any activity, operation or facility which may cause or contribute to storm water pollution or contamination, illicit discharges, and/or discharge of nonstorm water to the storm water system, every person undertaking such activity or operation, or owning or operating such facility shall comply with such guideline or requirements as may be identified by the director of public works/city engineer.

(Ord. 407 § 3(part), 1996; Ord. 392 § 2(part), 1994).

13.06.180 - Watercourse protection.

Every person owning property through which a watercourse passes, or such person's lessee or tenant, shall keep and maintain that part of the watercourse within the property reasonably free of trash, debris, excessive vegetation, and other obstacles which would pollute, contaminate, or significantly retard the flow of water through the watercourse; shall maintain existing privately-owned structures within or adjacent to a watercourse, so that such structures will not become a hazard to the use, function, or physical integrity of the watercourse; and shall not remove healthy bank vegetation beyond that actually necessary for the maintenance, nor remove the vegetation in such a manner as to increase the vulnerability of the watercourse to erosion.

No person shall permit or cause to be committed any of the following acts, unless a written permit has first been obtained from the director of public works/city engineer.

- A. Discharge into or connect any pipe or channel to a watercourse;
- B. Modify the natural flow of water in a watercourse;
- C. Carry out development within thirty (30) feet of the center line of any creek or twenty (20) feet of the top of a bank;
- D. Deposit in, plant in, or remove any material from a watercourse including the banks, except as required for necessary maintenance;
- E. Construct, alter, enlarge, connect to, change, or remove any structure in a watercourse; or
- F. Place any loose or unconsolidated material along the side of or within a watercourse or so close to the side as to cause a diversion of the flow, or to cause a probability of such material being carried away by storm waters passing through such watercourse.

(Ord. 407 § 3(part), 1996; Ord. 392 § 2(part), 1994).

13.06.190 - Authority to inspect.

Whenever necessary to make an inspection to enforce any of the provisions of this chapter, or whenever an authorized enforcement official has reasonable cause to believe that there exists in any building or upon any premises any condition which constitutes a violation of the provisions of this chapter, the official may enter such building or premises at all reasonable times to inspect the same or perform any duty imposed upon the official by this chapter; provided that (1) if such building or premises be occupied, he or she shall first present proper credentials and request entry; and (2) if such building or premises be unoccupied, he or she shall first make a reasonable effort to locate the owner or other persons having charge or control of the building or premises and request entry.

Any such request for entry shall state that the property owner or occupant has the right to refuse entry and that in the event such entry is refused, inspection may be made only upon issuance of a search warrant by a duly-authorized magistrate. In the event the owner and/or occupant refuses entry after such request has been made, the official is empowered to seek assistance from any court of competent jurisdiction in obtaining such entry.

Routine or area inspections shall be based upon such reasonable selection processes as may be deemed necessary to carry out the objectives of this chapter, including but not limited to random sampling and/or sampling in areas with evidence of storm water contamination, illicit discharges, discharge of nonstorm water to the storm water system, or similar factors.

- A. Authority to Sample and Establish Sampling Devices. The city shall have the right to establish on any property such devices as are necessary to conduct sampling or metering operations. During all inspections as provided herein, the official may take any samples deemed necessary to aid in the pursuit of the inquiry or in the recordation of the activities on-site.
- B. Notification of Spills. As soon as any person in charge of a facility or responsible for emergency response for a facility has knowledge of any confirmed or unconfirmed release of materials, pollutants or waste which may result in pollutants or nonstorm water discharges entering the city storm sewer system, such person shall take all necessary steps to ensure the discovery and containment and clean-up of such release and shall notify the city of the occurrence by telephoning 911 and confirming the notification by correspondence to the city of Brisbane Public Works Department.
- C. Requirement to Test or Monitor. Any authorized enforcement official may request that any person engaged in any activity and/or owning or operating any facility which may cause or contribute to storm water pollution or contamination, illicit discharges, and/or discharge of nonstorm water to the storm water system, undertake such monitoring activities and/or analyses and furnish such reports as the official may specify. The burden, including costs, of these activities, analyses and reports shall bear a reasonable relationship to the need for the monitoring, analyses and reports and benefits to be obtained. The recipient of such request shall undertake and provide the monitoring, analyses and/or reports requested.

(Ord. 407 § 3(part), 1996; Ord. 392 § 2(part), 1994).

13.06.200 - Violation—Penalties.

The violation of any of the provisions of this chapter shall constitute an infraction, punishable by the fines, penalties and enforcement provisions set forth in Chapters 1.14, 1.16 and 1.18 of this code. Such fines, penalties and enforcement provisions are cumulative and shall be in addition to any other enforcement remedies specified in this chapter.

(Ord. 407 § 3(part), 1996; Ord. 392 § 2(part), 1994).

(Ord. No. 554, § 45, 1-18-11)

13.06.210 - Penalty for delinquent storm water charges.

If storm water charges are delinquent for a period of sixty (60) days, a penalty of ten (10) percent of the amount owed for delinquent storm water charges shall be imposed. If storm water charges are delinquent for a period of one hundred twenty (120) days, an additional penalty of one and one-half (1½) percent per month shall be paid.

(Ord. 407 § 3(part), 1996; Ord. 392 § 2(part), 1994).

(Ord. No. 554, § 46, 1-18-11)

13.06.220 - Concealment.

Causing, permitting, aiding, abetting or concealing a violation of any provision of this chapter shall constitute a violation of such provision.

(Ord. 407 § 3(part), 1996; Ord. 392 § 2(part), 1994).

13.06.230 - Acts potentially resulting in violation of federal Clean Water Act and/or Porter-Cologne Act.

Any person who violates any provision of this chapter, any provision of any permit issued pursuant to this chapter, or who discharges waste or waste water which causes pollution, or who violates any cease and desist order, prohibition, or effluent limitation, may also be in violation of the federal Clean Water Act and/or Porter-Cologne Act and may be subject to the sanctions of those acts including civil and criminal penalty. Any enforcement action authorized under this chapter should also include notice to the violator of such potential liability.

(Ord. 407 § 3(part), 1996; Ord. 392 § 2(part), 1994).

13.06.240 - Violations deemed a public nuisance.

In addition to the penalties hereinbefore provided, any condition caused or permitted to exist in violation of any of the provisions of this chapter is a threat to the public health, safety and welfare, and is declared and deemed a nuisance, and may be summarily abated and/or restored by any authorized enforcement official, and/or civil action to abate, enjoin or otherwise compel the cessation of such nuisance may be taken by the city attorney.

The cost of such abatement and restoration shall be borne by the owner of the property and the cost thereof shall be a lien upon and against the property and such lien shall continue in existence until the same shall be paid. If the lien is not satisfied by the owner of the property within three (3) months after the completion by the authorized enforcement official of the removal of the nuisance and the restoration of the property to its original condition, the property may be sold in satisfaction thereof in a like manner as other real property is sold under execution.

If any violation of this chapter constitutes a seasonal and recurrent nuisance, the city council shall so declare. Thereafter such seasonal and recurrent nuisance shall be abated every year without the necessity of any further hearing.

(Ord. 407 § 3(part), 1996; Ord. 392 § 2(part), 1994).

13.06.250 - California Code of Civil Procedure Section 1094.6.

Section 1094.6 of the California Code of Civil Procedure is applicable to judicial review of city decisions pursuant to this chapter.

(Ord. 407 § 3(part), 1996; Ord. 392 § 2(part), 1994).

13.06.260 - Appeals.

A. Public Works Director/City Engineer. Any discharger affected by any decision, action, or determination, including assessments and abatement order, made in interpreting or implementing the provisions of this chapter, or any permit issued hereunder, may file with the public works director/city engineer a written request for review of such decision, action, or determination, setting forth in detail the facts supporting the request no later than ten (10) days from date of decision. The public works director/city engineer shall complete the review and issue a written determination within ten (10) days after receipt of the request, unless the director of public works/city engineer or his/her designee reasonably extends the time thereof.

B. Written Appeal to City Manager. Any person shall have a right to appeal any determination made pursuant to any authority provided by this chapter to the city manager to exhaust administrative remedies, by filing with the city manager a written notice of appeal. Incorporated herein by reference, and applicable to this chapter herein, is the appeals process lawfully enacted by Chapter 3.32, Section 3.32.070 of the Brisbane Municipal Code.

(Ord. 407 § 3(part), 1996; Ord. 392 § 2(part), 1994).

13.06.270 - Civil actions.

In addition to any other remedies provided in this section, any violation of this chapter may be enforced by civil action brought by the city. In any such action, the city may seek, and the court shall grant, as appropriate, any or all of other following remedies:

- A. A temporary and/or permanent injunction;
- B. Assessment of the violator for the costs of any investigation, inspection, or monitoring survey which led to the establishment of the violation, and for the reasonable costs of preparing and bringing legal action under this subsection;
- C. Costs incurred in removing, correcting, or terminating the adverse effects resulting from the violation;
- D. Compensatory damages for loss or destruction to water quality, wildlife, fish and aquatic life. Assessments under this subsection shall be paid to the city to be used exclusively for costs associated with monitoring and establishing storm water discharge pollution control systems and/or implementing or enforcing the provisions of this chapter.

(Ord. 407 § 3(part), 1996; Ord. 392 § 2(part), 1994).

13.06.280 - Administrative enforcement powers.

In addition to the other enforcement powers and remedies established by this chapter and the administrative enforcement provisions established by Chapters 1.16 and 1.18 of this code, any authorized enforcement official has the authority to utilize the following administrative remedies.

- A. Cease and Desist Orders. When an authorized enforcement official finds that a discharge has taken place or is likely to take place in violation of this chapter, the official may issue an order to cease and desist such discharge, or practice, or operation likely to cause such discharge and direct that those persons not complying shall: (1) comply with the requirement; (2) comply with the time schedule for compliance, and/or (3) take appropriate remedial or preventive action to prevent the violation from recurring.
- B. Notice to Clean. Whenever an authorized enforcement official finds significant oil, earth, dirt, grass, weeds, dead trees, tin cans, rubbish, refuse, waste or any other material of any kind, in or upon the sidewalk abutting or adjoining any parcel of land, or upon any parcel of land or grounds, which may result in an increase in pollutants entering the city storm sewer system, he or she may give notice to remove such oil, earth, dirt, grass, weeds, dead trees, tin cans, rubbish, refuse waste or other material, in any manner that he or she may reasonably provide. The recipient of such notice shall undertake the activities as described in the notice.
- C. A cease and desist order or a notice to clean shall constitute an administrative compliance order governed by the provisions of Chapter 1.18 of this code, and shall be issued and enforced in the same manner as specified therein.

(Ord. 407 § 3(part), 1996; Ord. 392 § 2(part), 1994).

(Ord. No. 554, § 47, 1-18-11)

13.06.285 - Towing of vehicles responsible for unreasonable leakage.

In addition to any other remedies provided to the director of public works under the penalty provisions of this code for violations of the code, if the city's director of public works or his/her designee determines that a specific vehicle's unreasonable leakage of oils, water or other fluids creates or continues to create an imminent discharge of hazardous materials or pollutants to the city's storm sewer system, the director, after taking reasonable steps to determine and/or notify the registered owner of the vehicle that the ordinance has been violated may request the Brisbane Police Department to tow and impound said vehicle.

(Ord. No. 610, § 1, 11-3-16)

13.06.290 - Reserved.

Editor's note— Ord. No. 554, § 48, adopted January 18, 2011, repealed § 13.06.290, which pertained to authority to arrest or issue citations and derived from Ord. No. 392, 1994 and Ord. No. 407, 1996.

13.06.300 - Remedies not exclusive.

Remedies under this chapter are in addition to and do not supersede or limit any and all other remedies, civil or criminal. The remedies provided for herein shall be cumulative and not exclusive.

(Ord. 407 § 3(part), 1996: Ord. 392 § 2(part), 1994).

13.06.310 - Coordination with hazardous materials inventory and response program.

The first revision of the business plan for any facility subject to the city's hazardous materials inventory and response program shall include a program for compliance with this chapter, including the prohibitions on nonstorm water discharges and illicit discharges, and the requirement to reduce storm water pollutants to the maximum extent practicable.

(Ord. 407 § 3(part), 1996: Ord. 392 § 2(part), 1994).

APPENDIX B

Enforcement Response Guide

Enforcement Response Guide

Enforcement Level	Enforcement Action	Use	Examples				Suggested Time to:	
			O&M Verification Inspection	Industrial/ Commercial Business	Illicit Discharge	Construction Site	Achieve Compliance	Follow-up Inspection
0	Verbal Warning	For <u>threatened violations</u> due to inadequate housekeeping, lack of appropriate BMPs to prevent pollution, or threatened non-stormwater discharges disallowed by MRP.	Trash, debris or litter dumped has accumulated in BMP. Poor vegetation management, e.g. invasive weeds, poor vegetation coverage, hazardous trees/brush and pedestrian trails.	Best management practices (BMPs) that are almost effective, but do not achieve the maximum extent practicable standard, for the pollutant generating activity they are intended to control, such as minor spillage around a grease drum or lids on dumpster being left open. Minor housekeeping issues.	A wash area is present where washwaters may flow to MS4 based on the configuration, or operational procedures.	Failure to adequately cover stockpile materials.	In general, Verbal Warnings are only to be used when the discharger can either fully correct, or commence substantive corrective actions that are expected to result in full compliance, in the presence of enforcement staff.	Because there is no stormwater discharge, and therefore no violation, and based on the timeliness of the corrective actions as determined by enforcement staff, there is no requirement to re-inspect Verbal Warnings.

Enforcement Level	Enforcement Action	Use	Examples				Suggested Time to:	
			O&M Verification Inspection	Industrial/ Commercial Business	Illicit Discharge	Construction Site	Achieve Compliance	Follow-up Inspection
1	Warning Notice	Issue for <u>minor violations</u> or inadequate response to a verbal warning. A Warning Notice may be in the form of a written inspection report, (e.g., a completed Standard Storm water Facility Inspection Report Form); letter; or checklist that describes violations, expected corrections, and schedule for correction.	Poor BMP management; excessive sediment at spillway, odor and mosquitoes.	Inappropriate storage of material outdoors with the potential to contribute to stormwater pollution during a significant rainfall, or inadequate or lacking BMPs.	A non-stormwater discharge that is not specifically allowed by the MRP, but might be if adequate documentation and procedures had been followed to verify the adequate control of pollutants and obtain necessary approvals.	Use of BMPs that are almost effective or in need of refreshing.	<p>Actual: Cease actions immediately (for minor actual discharges)</p> <p>Potential: 10 business days or prior to the next rain event, whichever is first, unless more timely compliance is feasible or other exceptions apply.</p>	10 business days or prior to the next rain event, whichever is first and business inspection frequency escalates one level.

Enforcement Level	Enforcement Action	Use	Examples				Suggested Time to:	
			O&M Verification Inspection	Industrial/ Commercial Business	Illicit Discharge	Construction Site	Achieve Compliance	Follow-up Inspection
2	Notice of Violation	Issued for inadequate response to a Verbal Warning or Warning Notice or for <u>significant violations</u> . This written warning will be in the form for Notice of Violation specified in the city's "Administrative Code Enforcement Handbook", and will describe violations, expected corrections, and schedule for correction.	Any evidence of oil, gasoline or other visible pollutants. Excessive sediment, > 2" on vegetation, > 10% of designed basin depth or clogged pervious paving. Damaged trash rack or screen. Damaged safety fence, grate or cover. Rodent holes in dam/berm allowing water piping. Damaged/ failing pervious paving.	No BMPs or BMPs that are ineffective for the pollutant generating activity they are intended to control. Failure to cease an actual discharge immediately; failure to implement permanent corrective actions to mitigate potential discharges; or repeated history of noncompliance	Negligent dumping or unmitigated non-stormwater discharge that is not specifically allowed by the MRP or has a significant impact on stormwater quality. Discharge of non-stormwater discharges to MS4 that contain soap or other pollutants.	Inadequate use of BMPs to control sediment runoff from a construction site. Lack of having a current copy of the Stormwater Pollution Prevention Plan at the construction site.	<p>Actual: Cease actions immediately</p> <p>Potential: 10 business days or prior to the next rain event, whichever is first, unless more timely compliance is feasible or other exceptions apply.</p>	10 business days or prior to the next rain event, whichever is first and business inspection frequency escalates one level if haven't already.

Enforcement Level	Enforcement Action	Use	Examples				Suggested Time to:	
			O&M Verification Inspection	Industrial/Commercial Business	Illicit Discharge	Construction Site	Achieve Compliance	Follow-up Inspection
3	Administrative Citation/Notice to Comply	<p>For <u>major violations</u> or if the response to written warning is inadequate. A notice to comply may be in the form of a cease and desist order, notice to comply, notice to abate, or a letter that describes violations, expected corrections, and schedule for correction.</p> <p>Cost recovery may be required for penalties, inspection time, and emergency corrective action activities.</p>	<p>Deliberate or negligent failure to address hazardous BMP conditions.</p>	<p>Deliberate or negligent dumping or unmitigated non-stormwater discharge that is not specifically allowed by the MRP or has a significant impact on stormwater quality.</p> <p>Continued failure to cease an actual discharge; continued failure to implement permanent corrective actions to mitigate discharges; or repeated recalcitrance.</p>	<p>Deliberate or negligent dumping or unmitigated non-stormwater discharge that is not specifically allowed by the MRP or has a significant impact on stormwater quality.</p>	<p>Deliberate or negligent lack of BMPs to control sediment runoff from a construction site.</p>	<p>Actual: Cease actions immediately</p> <p>Potential: 10 business days or prior to the next rain event, whichever is first, unless more timely compliance is feasible or other exceptions apply.</p> <p>A longer compliance schedule may be approved if more time is needed than provided above or requiring the immediate cessation of pollutant or illicit discharge generating activities until long-term remedies may be implemented.</p>	<p>10 business days or prior to the next rain event, whichever is first and business inspection frequency escalates one level if haven't already.</p> <p>Long-term compliance schedules may require progress confirmation inspections.</p>

Enforcement Level	Enforcement Action	Use	Examples				Suggested Time to:	
			O&M Verification Inspection	Industrial/Commercial Business	Illicit Discharge	Construction Site	Achieve Compliance	Follow-up Inspection
4	Administrative Compliance Order	For the most serious violations, including where the response to the notice to comply is inadequate. This written warning, and subsequent Hearings, are generally reserved for more complicated violations that may require extensive involvement by staff over a long or uncertain period of time, and will typically be used for misdemeanor offenses where fines up to \$1,000 are being charged.	Continued deliberate or negligent failure to address hazardous BMP conditions.	Significant actual discharges and lack of BMPs for pollutant generating activity, such as storing wastes in a way that allows pollutants to be mobilized by rainfall and stormwater runoff.	Prolonged discharge of hazardous wastes to MS4 or failure to implement timely corrective action.	Violations that affect the agency's ability to comply with the MRP's requirements.	<p>The compliance schedule will need to be determined based on case-specific information. This information will be documented as required by the MRP.</p> <p>Any actual stormwater discharge shall be required to cease immediately.</p>	<p>10 business days or prior to the next rain event, whichever is first and business inspection frequency escalates one level if haven't already.</p> <p>Long-term compliance schedules may require progress confirmation inspections.</p>