SAN MATEO COUNTYWIDE
Water Pollution Prevention Program
Clean Water. Healthy Community.

555 County Center
Redwood City, CA 94063

P 650.599.1406
F 650.361.8227
flowstobay.org

September 15, 2010

Ms. Sue Ma
San Francisco Bay Regional Water Quality Control Board
1515 Clay Street, Suite 1400
Oakland, CA 94612

Dear Sue:

SUBJECT: SUBMITTAL OF THE SAN MATEO COUNTYWIDE WATER POLLUTION PREVENTION PROGRAM'S FY 2009/10 ANNUAL REPORT

The San Mateo Countywide Water Pollution Prevention Program (Countywide Program) is pleased to submit its Fiscal Year 2009/10 Annual Report. This report describes municipal regional stormwater permit (MRP) compliance activities conducted at the regional, countywide, and local levels. This report incorporates by reference the Bay Area Stormwater Management Agencies Association's (BASMAA) Regional Supplements to the annual report for monitoring/POCs and training and outreach. The Countywide Program Portion of the Annual Report FY 2009/10 describes MRP implementation tasks undertaken at the countywide level for the benefit of the Countywide Program's member agencies.

Included with this submittal are the Countywide Program member agencies' completed Annual Report forms except for the City of Foster City's forms which are still being prepared. Each of the completed agency-specific Annual Report form submittals contains its own duly authorized representative letters and certification statements for the locally-prepared portions of the Annual Report.

As allowed by the Countywide Program's procedure[1], I certify under penalty of law that the Countywide Program Portion of Annual Report FY 2009/10 and BASMAA's Regional Supplements to the annual report were prepared under my direction or supervision in accordance with a system designed to ensure that qualified personnel properly gather and evaluate the information submitted. Based on my enquiry of the person or persons who manage the system, or those directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.

The Countywide Program and its 22 member agencies look forward to continuing to work with you on implementation of the municipal regional stormwater permit. If you have any questions or comments, please contact me at (415) 508-2134.

Sincerely,

Matthew Fabry

Matthew Fabry
Program Coordinator
Enclosure: Countywide Program Portion of Annual Report FY 2009/10 and
Countywide Program member agencies' completed Annual Report forms

[1] SMCWPPP Procedure for Certification of NPDES Permit Required Submissions and Notification of Agencies of Receipt of Regional Water Board Communications adopted on August 17, 2010

COUNTYWIDE PROGRAM PORTION of ANNUAL REPORT FY 2009/10

SAN MATEO COUNTYWIDE
Water Pollution Prevention Program
Clean Water. Healthy Community.
www.flowstobay.org

July 2009 through June 2010
September 15, 2010

A Program of the City/County Association of Governments

Credits

This report is being submitted by the participating agencies in the

SAN MATEO COUNTYWIDE
Water Pollution
Prevention Program
Clean Water. Healthy Community.
www.flowstobay.org

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

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

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

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FY 2009-2010 Annual Report forms completed by the Countywide Program's member agencies are located in one electronic file delivered to the San Francisco Bay Regional Water Quality Control Board.

List of Acronyms

BAMBI: Bay Area Macroinvertebrate Bioassessment Information Network

BASMAA: Bay Area Stormwater Management Agencies Association

BASMAA MPC: Bay Area Stormwater Management Agencies Association Monitoring and Pollutants of Concern Committee

BASMAA RMC: Bay Area Stormwater Management Agencies Association Regional Marketing Coalition

BMPs: Best Management Practices

CEP: Clean Estuary Partnership

CEQA: California Environmental Quality Act

C/CAG: City/County Association of Governments of San Mateo County

CII: Commercial/Industrial/Illicit (Subcommittee)

CIPs: Capital Improvement Projects

COAs: Conditions of Approval

HM: Hydromodification Management

IPM: Integrated Pest Management

LID: Low Impact Development

MRP: Municipal Regional Stormwater Permit

NDS: New Development Subcommittee

NPDES: National Pollutant Discharge Elimination System

PBDEs: Polybrominated Diphenyl Ethers

PCBs: Polychlorinated Biphenyls

PIP: Public Information and Participation

POP: Point of Purchase (PIP campaign)

POTW: Publicly-Owned Treatment Works (sewage treatment plants)

QAPP: Quality Assurance Project Plan

RMP: Regional Monitoring Program

SAP: Sampling and Analysis Plan

SMCWPPP: San Mateo Countywide Water Pollution Prevention Program

SOP: Standard Operating Procedure

SWMP: Stormwater Management Plan

SWPPP: Stormwater Pollution Prevention Plan

TAC: Technical Advisory Committee

TMDL: Total Maximum Daily Load

1 EXECUTIVE SUMMARY

INTRODUCTION

This report summarizes the San Mateo Countywide Water Pollution Prevention Program's (Countywide Program) stormwater pollution prevention and control activities in FY 2009/10. This report was developed to comply with the municipal regional stormwater permit (MRP) adopted in October 2009.

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

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

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

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

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

C/CAG's decisions are assisted by a Technical Advisory Committee (TAC), which is comprised of municipal representatives with a variety of backgrounds including engineering, planning, environmental health, wastewater treatment, and public works administration. The TAC has established various subcommittees and work groups to help implement the different aspects of the MRP.

The TAC met seven times in FY 2009/10 and initiated an MRP Implementation Work Group to assist with planning and organizing the Countywide Program's MRP compliance activities. Table 1-1 summarizes attendance at the TAC meetings held during FY 2009/10.

SUMMARY OF PROGRESS IN EACH PLAN COMPONENT

A summary of FY 2009/10 major accomplishments is described below, along with a discussion of the goals of each component.

Municipal Government Maintenance Activities

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

- Provision C.2 Municipal Operations is coordinated through the Countywide Program's Municipal Maintenance Subcommittee;
- Provision C.9 Pesticides Toxicity Control is led by the Countywide Program's Parks Maintenance and Integrated Pest Management Work Group; and
- Provision C.10 Trash Load Reductions has been assigned to a new Trash Work Group that was created in March 2010.

Major accomplishments during FY2009/10 include the following:

- Developed a template for public agencies to use in updating or creating Stormwater Pollution Prevention Plans for their corporation yards, maintenance facilities, and satellite facilities.
- Solicited data needed to update information about storm drain pump stations. The MRP did not require that this information be submitted to the Water Board, but Water Board staff requested that this information be provided to them.
- Identified sources of BMP information that could be used to assist agencies to meet the MRP's specific maintenance-related (Provision C.2) requirements and shared this information at Municipal Maintenance Subcommittee meetings and as part of guidance prepared for the Annual Report.
- Developed a template of standard operating procedures for pesticides use. The adaptation and use of this template should help agencies to implement their IPM policy.

- Collaborated with the San Mateo County Agriculture/Weights & Measures staff to sponsor the Countywide Program's annual IPM Workshop in February 2010.
- Developed a list of previously known trash sites in San Mateo County as part of a guidance memorandum prepared to help municipalities to select trash hot spots.
- Adapted SCVURPPP's hot spot-related material including the Trash Hot Spot Reporting Template; the Photograph Documentation Protocol for Creek and Shoreline Trash Hot Spots; and the Trash Hot Spot Cleanup Data Collection Form.

New Development and Construction Controls

The Countywide Program's New Development Subcommittee assists the member agencies in complying with the MRP's Provisions C.3 (New Development and Redevelopment) and C.6 (Construction Site Inspections). In FY 2009/10, this assistance included the preparation and updating of various forms, checklists, guidance, and outreach flyers, to help the municipalities begin implementing the MRP and prepare for the December 1, 2011, implementation of low impact development (LID) requirements. Projects regulated by Provision C.3 will need to treat stormwater by using evapotranspiration, infiltration, and/or rainwater harvesting and reuse. Where this is infeasible, biotreatment measures may be used.

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

- Construction was completed for two of the six projects that were awarded the Countywide Program's sustainable green streets and parking lots grants. This brings the total number of projects constructed to four (Brisbane, Burlingame, Daly City and San Bruno).
- Updated forms, checklists, guidance and model documents for MRP consistency.
- Held a New Development Workshop, on May 26.
- Participated in regional projects through BASMAA to prepare for implementing MRP requirements that will go into effect in 2011.
- Updated the Guidebook of Low Impact Development (LID) Examples to include recent projects, to assist project applicants in implementing LID (see Appendix B for guidebook cover and table of contents).
- Updated the following outreach flyers for developers/builders (see Appendix B):
- "Changes to Stormwater Quality Control Requirements"
- "Hydromodification Management Requirements."
- Collaborated with the San Francisco Estuary Partnership to provide training on the new statewide Construction General Permit and the MRP's Provision C.6 requirements.

- Updated the Countywide Program's existing construction site inspection checklist for consistency with the MRP's specific requirements for construction site inspections.
- Prepared a construction site inspection tracking spreadsheet to help municipalities meet the Provision C.6.e.(4) requirement to track construction site inspection results.

Industrial and Illicit Discharge Controls

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

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

Major accomplishments in FY 2009/10 included the following:

- Developed an Industrial and Commercial Business Inspection Plan template for the Countywide Program's member agencies to customize in preparing their individual business inspection plans.
- Prepared a template for an enforcement response plan to assist member agencies to meet the enforcement response plan requirements prescribed in the MRP's Provisions C.4, C.5, and C.6.
- Participated with SCVURPPP in a BASMAA project of regional benefit to prepare pollutants of concern-related educational and training materials for business inspectors. This training material primarily covers PCBs and PCBs-containing equipment (Provision C.12.a); information about proper BMPs for industries that use or have sources of copper (Provision C.13.d); and mercury containing device collection and recycling (Provision C.11.a).
- Developed a complaint/spill/discharge tracking spreadsheet to assist the Countywide Program's member agencies to comply with tracking, case follow-up, and reporting requirements (Provision C.5.f).
- Updated the Countywide Program member agencies' list of stormwater illicit discharge contacts as part of helping agencies to make illicit discharge contact information available (Provision C.5.c.ii).
- Worked with the Oakland Museum of California staff to make Oakland Museum of California's Creek & Watershed maps publicly available by providing links on the Countywide Program's website (Provision C.5.e).

- Developed two storm drain collection system-screening forms to assist member agencies document their municipal separate storm sewer screening program and activities.
- Continued support of BASMAA's Surface Cleaner Training and Recognition program.

Public Information and Participation

The MRP includes the following two public information and outreach Provisions and portions of other Provisions that are implemented with assistance from the Public Information and Participation subcommittee (PIP):

- Provision C.7 Public Information and Outreach;
- Provision C.9.h Point-of-Purchase Outreach; and
- Provision C.11.a Mercury Recycling Efforts.

The primary goals of the Countywide PIP component are:

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

PIP is essential for controlling pollution at the source, because most pollutants originate from preventable, everyday activities. Pollutants in stormwater may be reduced by educating residents about the benefits of preventing stormwater pollution and motivating them to do their share to reduce pollution. This approach is recognized as being both cost-effective and efficient in meeting the goal of reducing pollutants in stormwater to the maximum extent practicable.

- The PIP Subcommittee met six times in FY 2009/10 to oversee the development of educational materials and to guide the implementation of the PIP component.

The Countywide Program accomplished the following major public information and participation tasks during FY 2009/10:

- Increased local media attention with local newspapers by writing articles about three successful Countywide Program projects: the Green Streets Guidebook and Projects, Coordination of California Coastal Cleanup Day, and the Cigarette Butt Litter Reduction Pilot-Program.
- Continued to maintain the www.flowstobay.org website, with a 46% increase in the number of people visiting the website this year compared to last year.
- Translated and printed the "You Are the Solution" stormwater brochure into Spanish to assist us in reaching our large Spanish-speaking population.

- Developed two versions of the car wash tip card, "Keep Car Wash Pollution Out of the Storm Drain" to encourage residents to wash cars at commercial car washing facilities, use minimal soap when washing cars at home and to divert the runoff to landscaped areas. Both tip cards have an image of a father and son washing a car, with the soapsuds flowing into either the San Francisco Bay or the Pacific Ocean.
- Continued to coordinate the California Coastal Cleanup Day for San Mateo County. This accomplished the diversion of 44,488 lbs of litter from waterways. A total of 4,224 residents volunteered, an 11% increase from last year. Since the Countywide Program started coordinating the program in 2006, there has been an overall increase in volunteers by 335%.
- Hosted an educational booth at the three-day Home Show and conducted a survey of event goers on their car washing habits.
- Developed the online "Resource Guide of Groups and Organizations in San Mateo County with Watershed Stewardship Efforts" featuring local groups and organizations that residents can volunteer with.
- Awarded $15,000 to six organizations through our Community Action Grant Program.
- Sponsored two programs for elementary-age students, the Zun Zun Musical Assembly Program and Creek Champions In-class Presentations.
- Continued to participate in the region-wide Integrated Pest Management "Our Water Our World" campaign by working with local retail stores.
- Partnered with Redwood City Water Resource Management Program, the Bay Area Gardeners Association, and Bay Area Water Supply and Conservation Agency (BAWSCA) to train 80 landscapers to be Certified Peninsula Green Gardeners.

Watershed Assessment and Monitoring

The MRP includes the following water quality monitoring-related Provisions and portions of other Provisions that are implemented with assistance from the Watershed Assessment and Monitoring Subcommittee (WAM):

- Provision C.8 Water Quality Monitoring;
- Provision C.11 Mercury Controls;
- Provision C.12 Polychlorinated Biphenyls (PCBs) Controls;
- Provision C.13.c Vehicle Brake Pads and C.13.e Studies to Reduce Copper Pollutant Impact Uncertainties;
- Provision C.14 Polybrominated Diphenyl Ethers (PBDEs), Legacy Pesticides and Selenium.

The goals of the Countywide Program's WAM component include:

- Characterizing creek function, health and water quality conditions in representative

watersheds in San Mateo County and evaluating potential stormwater runoff impacts;

- Developing plans to address specific pollutants of concern associated with stormwater runoff, such as mercury and polychlorinated biphenyls (PCBs), and performing related special studies (e.g., to identify pollutant sources); and
- Evaluating long-term trends in water quality and thereby informing the Countywide Program's efforts to improve the effectiveness of its BMPs to prevent or reduce stormwater runoff impacts.

Over the past several years the Countywide Program has focused on using integrative tools such as trash assessments, creek walks and bioassessments to characterize creek condition and inform implementation of BMPs. The monitored creeks are typically receiving waters for stormwater discharges from municipal storm drain systems in watersheds with significant urban land uses. The Countywide Program also comments on selected regulatory actions (e.g., 303(d) listings and Basin Plan amendments) and participates in regional collaborative efforts that develop information needed to improve water quality in San Francisco Bay and local watersheds in San Mateo County and all of the Bay Area. The Countywide Program's WAM component accomplishments during FY 2009/10 are summarized below.

- During FY 2009/10, the Countywide Program's Watershed Assessment and Monitoring (WAM) component focused on assisting San Mateo County MRP permittees to comply with MRP provisions related to water quality monitoring (Provision C.8) and water quality pollutants of concern (Provisions C.11, C.12, C.13.c and e, and C.14). The WAM component conducted much of its work through participation in BASMAA regional efforts. This was facilitated by Countywide Program staff's proactive participation in the monthly meetings and other activities of the BASMAA Monitoring and Pollutants of Concern Committee (BASMAA MPC).
- The BASMAA MPC developed a *MRP Regional Supplement for Pollutants of Concern and Monitoring* (Regional Supplement) for submittal with this annual report. The Regional Supplement describes the status and results of the various BASMAA regional projects that the BASMAA MPC developed and implemented during FY 2009/10. Countywide Program staff authored some sections of the Regional Supplement and reviewed and edited the entire document. The activities documented in the Regional Supplement describe how the Countywide Program's co-permittees and other Bay Area MRP permittees have complied with MRP reporting requirements related to regional monitoring and pollutants of concern projects.
- MRP Provision C.8 requires a number of activities related to monitoring water quality in stormwater runoff receiving waters. All activities related to compliance with Provision C.8 are being coordinated through a monitoring collaborative among the Countywide Program and other Bay Area stormwater programs referred to as the BASMAA Regional Monitoring Coalition (BASMAA RMC). During FY 2009/10 the BASMAA RMC continued to develop regional approaches for achieving compliance with the monitoring provisions of the MRP. The Countywide Program supported the

coalition via its continued participation in the BASMAA RMC work group of the BASMAA MPC.

- MRP Provisions C.11, C.12, C.13.c and e, and C.14 require activities that address water quality pollutants of concern in stormwater runoff. During FY 2009/10, Countywide Program staff participated in a number of BASMAA regional projects that address mercury, PCBs and other pollutants of concern, including the EPA grant-funded project entitled Clean Watersheds for a Clean Bay and the federal stimulus funded PCBs in Caulk Project.

FIGURE 1-1: SAN MATEO COUNTYWIDE WATER POLLUTION PREVENTION PROGRAM ORGANIZATIONAL STRUCTURE AND MEETINGS

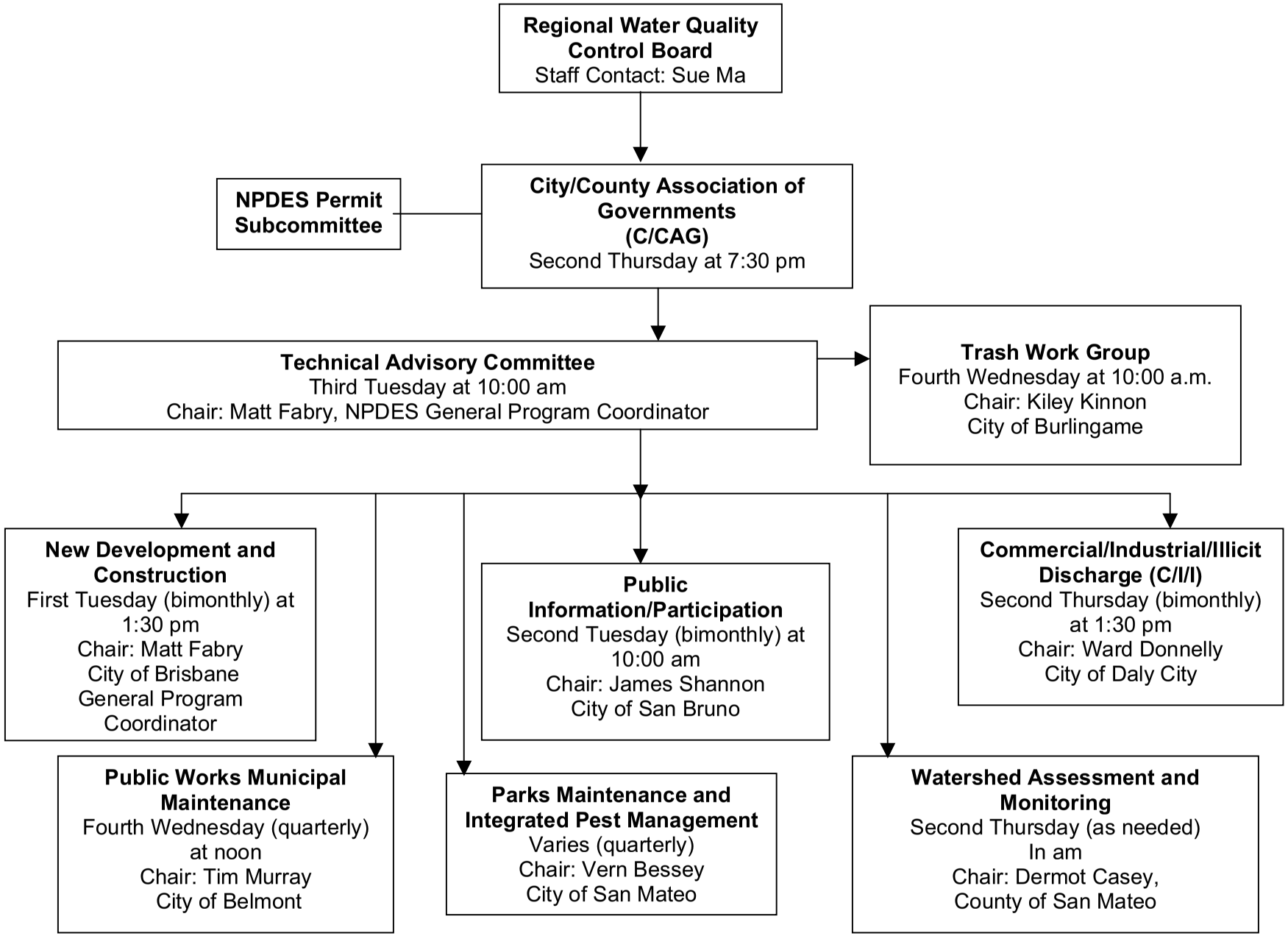

TABLE 1-1 FY 2009/10 NPDES TAC Attendance Record		Page 1											
AGENCY AND NAME	**Telephone #**	**July**	**Aug ***	**Sep**	**Oct ***	**Nov**	**Dec ***	**Jan**	**Feb ***	**Mar**	**Apr**	**May**	**Jun ***
SMCWPPP/Brisbane													
Matt Fabry	415-508-2134	X		X		X		X		X	X	X	
EOA, Inc.													
Fred Jarvis	510 832-2852 x111	X		X		X		X		X	X	X	
Regional Board													
Sue Ma	510-622-2386												
Atherton					N		N		N				N
Steve Tyler	752-0570				O		O	X	O	X	X	X	O
Belmont													
Gilbert Yau	595-7425				M		M		M	X	X	X	M
Leticia Alvarez	595-7469				E		E		E		X	X	E
Karen Borrmann	595-7427	X		X	E	X	E		E				E
Burlingame					T		T		T				T
Phil Monaghan	558-7230				I		I		I				I
Eva Justimbaste	333-4626				N		N		N				N
Victor Voong	558-7230	X		X	G	X	G	X	G	X	X	X	G
Kiley Kinnon	342-3727	X				X		X		X	X	X	
Colma													
Muneer Ahmed	757-8888	X		X		X				X	X	X	
Daly City													
Cynthia Royer	991-8203	X		X		X		X			X		
Ward Donnelly	991-8208												
East Palo Alto													
Jaime Camacho	853-3189	X		X									
Lucy Chen	853-3191							X		X			
John Latu	853-3165										X		
Foster City													
Norm Dorais	286-3279	X		X		X		X		X			
Allan Shu	286-3271	X											
Half Moon Bay													
Charlie Voos	726-8299												
Muneer Ahmed		X		X		X				X	X	X	
Hillsborough													
Dave Bishop	375-7488												
Jen Chen	375-7488	X		X				X		X	X		
Menlo Park													
Jennifer Ng	330-6740			X									
Virgina Parks	330-6752					X		X		X	X		
Nathan Scribner	330-6740											X	
Millbrae													
Khee Lim	259-2347	X		X		X		X		X	X	X	
Pacifica													
Raymund Donguines	738-3768	X								X	X		
Elizabeth Claycomb	738-7361	X		X							X		

* NO MEETING													
TABLE 1-1 **FY 2009/10 NPDES TAC Attendance Record**		**Page 2**											
AGENCY AND NAME	**Telephone #**	**Jul**	**Aug ***	**Sep**	**Oct ***	**Nov**	**Dec ***	**Jan**	**Feb ***	**Mar**	**Apr**	**May**	**Jun ***
Portola Valley													
Howard Young	851-1700x14	X		X							X		
Brad Payton													
Josh Maierle	851-1700 x20												
Redwood City													
Marilyn Harang	780-7477	X		X		X		X		X	X		
San Bruno													
Nader Dahu	616-7065		N	X	N	X	N	X	N	X			
Jim Shannon	616-7065	X	O		O		O		O			X	
Robert Howard													
San Carlos			M		M		M		M				
Gavin Moynahan			E		E		E		E				
Robert Weil	650-802-4202	X	E		E	X	E	X	E	X	X	X	
San Mateo, City			T		T		T		T				
Vern Bessey	522-7342		I	X	I		I	X	I	X	X	X	
Martin Quan	522-7330		N	X	N		N		N				
San Mateo, County			G		G		G		G				
Ann Stillman	599-1417												
Mark Chow	599-1489												
Dermot Casey	372-6257	X		X		X		X			X	X	
Camille Leung	363-1826												
Julie Casagrande	599-1457	X		X		X		X		X	X		
Carole Foster	372-6245					X							
Mary Bell Austin	372-6259					X		X					
So.Bayside Sys Auth													
Ken Kaufman	594-8411x128												
So. San Francisco													
Cassie Prudhel	829-3840	X		X		X				X		X	
Daniel Fulford													
Rob Lecel	829-3882	X				X		X			X		
Woodside													
Gratien Etchebehere	851-6790			X		X					X		
C/CAG													
Richard Napier	599-1406			X				X		X			
Caltrans													
John Michels	510-622-5996										X		
Guests/Public													
John Balobeck, MACTEC	510-628-3234												
Geoff Brosseau, CASQA		X											
Kim Springer, SM County				X									
Danielle Lee, SM County				X									
Jon Konnan, EOA										X			
Sachi Itagaki, Kennedy Jenks											X	X	
Attendance													

* NO MEETING		23		25		19		19		21	26	17	

2 MUNICIPAL MAINTENANCE ACTIVITIES

INTRODUCTION and SUMMARY

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

Provision C.2 Municipal Operations is coordinated through the Countywide Program's Municipal Maintenance Subcommittee;

- Provision C.9 Pesticides Toxicity Control is led by the Countywide Program's Parks Maintenance and Integrated Pest Management Work Group; and
- Provision C.10 Trash Load Reductions has been assigned to a new Trash Work Group that was created in March 2010.

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

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

- Developed a template for public agencies to use in updating or creating Stormwater Pollution Prevention Plans for their corporation yards, maintenance facilities, and satellite facilities.
- Solicited data needed to update information about storm drain pump stations.
- Identified sources of BMP information that could be used to assist agencies to meet the MRP's specific maintenance-related (Provision C.2) requirements and shared this information at Municipal Maintenance Subcommittee meetings and as part of guidance prepared for the Annual Report.
- Developed a template of standard operating procedures for pesticides use.
- Collaborated with the San Mateo County Agriculture/Weights & Measures staff to sponsor the Countywide Program's annual IPM Workshop in February 2010.
- Developed a list of previously known trash sites in San Mateo County as part of a guidance

memorandum prepared to help municipalities to select trash hot spots.

- Adapted SCVURPPP's hot spot-related material including the Trash Hot Spot Reporting Template; the Photograph Documentation Protocol for Creek and Shoreline Trash Hot Spots; and the Trash Hot Spot Cleanup Data Collection Form.

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

IMPLEMENTATION OF MRP'S PROVISIONS

Provision C.2 Municipal Operations

The Municipal Maintenance Subcommittee met four times during FY 2009/10, and it worked on the following items to assist the Countywide Program's member agencies:

- Developed a template for public agencies to use in updating or creating Stormwater Pollution Prevention Plans for their corporation yards, maintenance facilities, and satellite facilities.
- Solicited information needed to update information about storm drain pump stations. The MRP did not require that this information be submitted to the Water Board, but Water Board staff requested that this information be provided to them.
- Identified sources of BMPs information for the maintenance activities listed below. This information is intended to assist agencies to meet the MRP's specific requirements. The BMPs information was shared at Municipal Maintenance Subcommittee meetings and included as part of guidance prepared for the Annual Report:
  - ❖ street and road repair and maintenance;
  - ❖ sidewalk/plaza maintenance and pavement washing;
  - ❖ bridge and structure maintenance and graffiti removal;
  - ❖ stormwater pump stations; and
  - ❖ rural public works construction and maintenance.

Participation and Coordination with the Municipal Maintenance Subcommittee

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

The city of Belmont's Tim Murray has chaired the subcommittee since January 2010, following a two-year stint of chairing by Michael Peterson from the city of Daly City.

Corporation Yard Stormwater Pollution Prevention Plan Template

The Countywide Program developed a stormwater pollution prevention plan (SWPPP) template for use by the municipalities in tailoring, updating, or creating SWPPPs for their

corporation yards, satellite facilities, and maintenance facilities. The Countywide Program's SWPPP template incorporated information from the Countywide Program's 1995 "Model Stormwater Pollution Prevention Plan for Corporation Yards." In addition, the SWPPP template includes lists of applicable BMPs from the California Stormwater Quality Association's Maintenance Handbook and Caltrans' Storm Water Quality Handbook Maintenance Staff Guide, May 2003.

The municipalities have been implementing stormwater pollution prevention practices at corporation yards since the 1990's. Following the Countywide Program's preparation of its 1995 corporation yard model SWPPP, municipalities were encouraged to identify and document any problems at corporation yards and to develop plans for making needed improvements. This attention to corporation yards was continued following the adoption of the 1999 municipal stormwater permit. This stormwater permit incorporated the 1998-2003 Stormwater Management Plan's performance standards for corporation yards. These performance standards described BMPs for vehicles and equipment washing; fuel dispensing; refuse holding; chemical storage; chemical usage; fleet maintenance/vehicle parking; auxiliary storage areas/yards; and general housekeeping.

In addition, Countywide Program staff inspected municipal corporation yards in 1998, and 1999, and it offered suggestions to the municipalities about how to further improve their practices to protect stormwater quality. Further, in 2002 five municipalities that have parks maintenance yards separate from the public works corporation yards were inspected by Countywide Program staff. Based on these parks maintenance yard site visits, recommended improvements were identified.

Stormwater Pump Station Information

Twelve agencies in San Mateo County operate storm drain pump stations. In 2007 the Countywide Program assisted these agencies to collect pump station information requested by the Water Board staff. Most of the information required by the MRP's Provision C.2.d is the same as that requested in 2007.

The Countywide Program developed a spreadsheet with the existing and new pump station information required by the MRP and distributed this spreadsheet to the agencies that operate stormwater pump stations for their use. The Countywide Program developed a work book that contains the pump station information that was submitted to the Countywide Program from the following agencies: Belmont; East Palo Alto; Foster City; Menlo Park; Millbrae; Pacifica; Redwood City; San Carlos; San Mateo County Flood Control and Water Conservation District; and South San Francisco.

Sources of BMP Information for Maintenance Practices

The Countywide Program identified sources of BMPs information in order to assist its member agencies to meet Provision C.2's requirements as follows: Provision C.2.a Street and Road Repair and Maintenance; Provision C.2.b Sidewalk/Plaza Maintenance and Pavement

Washing; Provision C.2.c Bridge and Structure Maintenance and Graffiti Removal; Provision C.2.d Stormwater Pump Stations; Provision C.2.e Rural Public Works Construction and Maintenance. The sources of BMPs information were compiled into guidance materials to assist the Countywide Program's member agencies complete their annual reports. In addition, the information was shared at the Municipal Maintenance Subcommittee's quarterly meetings.

Provision C.9 Pesticides Toxicity Control

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

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

- Developed a template of standard operating procedures for pesticides use. Local agency adaptation and use of this template should help agencies to implement their IPM policy.
- Collaborated with the San Mateo County Weights and Measures staff to sponsor the Countywide Program's annual IPM Workshop in February 2010.

Participation and Coordination with the Parks Maintenance and IPM Work Group

Vern Bessey from the City of San Mateo continued to chair the work group during FY 2009/10. The municipalities that attended a majority of the work group's three meetings include staff from the Cities of Atherton, Brisbane, Daly City, Pacifica, Redwood City, San Mateo, and unincorporated San Mateo County. Participation on the work group has remained steady during the past several years following a decline that occurred three to four years ago.

Discussion topics were broadened several years ago to include parks maintenance as well as IPM methods. One of the recurring areas for discussion has been the proposed and subsequently adopted pesticides toxicity control requirements contained in the MRP's Provision 9. In addition, the work group has been interested in the progress of the Countywide Program's sustainable green streets and parking lots program, new requirements for water conservation, and continued regulatory guidance on pesticide use and safe application practices by staff from the County's Agriculture/Weights & Measures Department.

Ninth Annual Integrated Pest Management Workshop

The Countywide Program's annual IPM workshop was held on February 25, 2010 at the City of Brisbane's Mission Blue Center. Sixty-four people representing 16 municipalities attended the workshop. The 2010 workshop's attendance was similar to recent workshops. The three most recent annual workshops had fewer participants compared to the workshops held in 2007 (91 attendees from 18 municipalities) and 2006 (94 attendees from 20 municipalities).

The evaluations completed by the workshop's attendees indicated that the workshop met their

expectations. A lot of positive comments were offered about the workshop. Appendix A contains a copy of the workshop agenda, attendance list, and a summary of the evaluation forms.

Completion of Template of Standard Operating Procedures for Pesticides Use and Implementation of Municipalities IPM Policy

The Countywide Program reminded the Parks Maintenance and IPM work group and other Countywide Program members about the "San Mateo Countywide Water Pollution Prevention Program Model Integrated Pest Management (IPM) Policy" that was developed in 2003. A copy of the policy was emailed to municipal staff and placed on the Countywide Program's website for use in meeting the MRP's Provision C.9.a requirement to adopt an IPM policy or ordinance, if this had not been done previously.

The Parks Maintenance and IPM work group requested that the Countywide Program develop a template of standard operating procedures for use in complying with the MRP's requirement to "maintain pesticide application standard operating procedures and submit them upon request" (Provision C.9b.ii.(2)). A template of "Standard Operating Procedures for Pesticide Use and Implementation of Municipality's Integrated Pest Management Policy" was created to meet this need. A draft template was reviewed by the work group and no changes were requested. The template was distributed to the work group for tailoring by individual Countywide Program member agencies, and a copy was added to the password protected portion of the Countywide Program's website.

Provision C.10 Trash Load Reduction

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

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

- Developed a list of previously known trash sites in San Mateo County with a guidance memorandum prepared to help municipalities to select trash hot spots.
- Adapted SCVURPPP's hot spot-related material including the Trash Hot Spot Reporting Template; the Photograph Documentation Protocol for Creek and Shoreline Trash Hot Spots; and the Trash Hot Spot Cleanup Data Collection Form.

Participation and Coordination with the Trash Work Group

The Trash Work Group is chaired by Kiley Kinnon from Burlingame (Veolia Water NA). Staff from the following member agencies has attended a majority of the work group's three

meetings: Belmont, Brisbane, Burlingame, Colma, Daly City, Millbrae, Pacifica, San Bruno, San Carlos, South San Francisco, Woodside, San Mateo County unincorporated, and the San Mateo County Flood Control District. In addition, Caltrans staff was invited to participate on the work group and has been a regular participant.

Known Trash Sites

The Countywide Program prepared a memorandum that provides a suggested approach for selecting trash hot spots, performing cleanups and assessments, and reporting to the Water Board. The most useful information contained in this memorandum was a compilation of existing information regarding creek and shoreline areas known to contain trash.

About 50 trash-impacted areas in creeks were previously identified by the Countywide Program as part of creek walks conducted using the Uniform Stream Assessment protocol. Other trash areas had been identified previously through pilot trash studies that used the Rapid Trash Assessment protocol developed originally by Water Board staff and modified subsequently by SCVURPPP. Another source of trash information was the Water Board's proposed 303(d) impaired water body list. All of these information sources were used to compile a single spreadsheet titled Known Trash Sites in San Mateo County Creeks and Shorelines, which was included in the memo. The memo identified 67 known trash accumulation sites along creeks.

The memorandum was put on the Countywide Program's website along with copies of reports or links to reports that contain information about trash accumulation sites. The Countywide Program's staff encouraged municipalities to use the memo and spreadsheet along with other local sources of information to select their trash hot spots.

Trash Hot Spot-Related Forms

As described above, the Countywide Program adapted for its member agencies' use trash hot spot forms that were originally prepared by SCVURPPP. Based on extensive discussion at the Trash Work Group meetings, SCVURPPP's Trash Hot Spot Cleanup Data Collection Form was modified to better reflect the MRP's requirements by simplifying how the dominant types of trash are identified when assessing trash during hot spot cleanups.

FUTURE ACTIONS

The Countywide Program activities scheduled for FY 2010/11 include the following:

1. Hold up to four Municipal Maintenance Subcommittee meetings, up to three Parks Maintenance and IPM Work Group meetings, and up to four Trash Work Group meetings to share MRP compliance information and materials.
2. Improve member agencies' staff understanding and provide staff training where needed regarding:
    a. Implementation of IPM policy or ordinance;

b. Implementation of standard operating procedures for pesticide use and IPM;

c. Pesticides that threaten water quality and IPM practices;

d. Requirements for agency contractors to implement IPM;

e. Interfacing with County Agriculture/Weights & Measures agricultural commissioner staff to help implement MRP requirements;

f. BMPs for street and road repair maintenance activities, such as asphalt/concrete removal, cutting, installation, and repair;

g. Sidewalk/plaza maintenance and pavement washing;

h. Graffiti removal conducted in a way that prevents non-stormwater and wash water discharges from reaching storm drains;

i. Corporation yard BMPs and inspection practices to assure implementation of stormwater pollution prevention plans for corporation yards; and

j. Stormwater pump station dissolved oxygen monitoring and inspections.

3. Prepare a Short-Term Trash Load Reduction Plan outline and flesh out the outline to create a preliminary template for the plan that each of the Countywide Program's member agencies will have to submit to the Water Board by February 1, 2012.

4. Work through BASMAA's Municipal Operations Committee to develop estimates of baseline trash loading and methods for assigning trash load reductions to various trash load reduction methods.

3
NEW DEVELOPMENT AND CONSTRUCTION CONTROLS

INTRODUCTION AND SUMMARY

In FY 2009/10 the Countywide Program assisted the member agencies in complying with Provisions C.3 (New Development and Redevelopment) and C.6 (Construction Site Inspections) of the MRP, and preparing for the December 1, 2011, implementation of low impact development (LID) requirements. Projects regulated by Provision C.3 will need to meet stormwater treatment requirements using evapotranspiration, infiltration, and/or rainwater harvesting and reuse. Where this is infeasible, biotreatment measures may be used.

This assistance has been provided through the New Development Subcommittee, which was chaired by Matthew Fabry from the City of Brisbane and Countywide Program Coordinator. The subcommittee enjoyed good participation. Appendix B contains the subcommittee's attendance sheet for FY 2009/10 with representatives from the following municipalities showing perfect attendance: Burlingame, Colma, Menlo Park, Redwood City, unincorporated San Mateo County, and South San Francisco. Representatives of Belmont, Brisbane Daly City, San Bruno, and San Carlos attended five of the six meetings. Through this Subcommittee, the Countywide Program has conducted tasks to implement MRP Provisions C.3 and C.6. This chapter describes the 2009/10 implementation actions, as well as planned future actions.

IMPLEMENTATION OF MRP'S PROVISIONS

Provision C.3

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

- Construction was completed for two of the six projects that were awarded the Countywide Program's sustainable green streets and parking lots grants. This brings the total number of projects constructed to four (Brisbane, Burlingame, Daly City and San Bruno).
- Updated forms, checklists, guidance and model documents for MRP consistency.
- Held a New Development Workshop, on May 26.
- Participated in regional projects through BASMAA to prepare for implementing MRP requirements that will go into effect in 2011.
- Updated the Guidebook of Low Impact Development (LID) Examples to include recent projects, to assist project applicants in implementing LID (see Appendix B for guidebook cover and table of contents).
- Updated the following outreach flyers for developers/builders (see Appendix B):
  - "Changes to Stormwater Quality Control Requirements"
  - "Hydromodification Management Requirements."
- Prepared a new one-page flyer on the LID requirements that will go into effect December 1, 2011 (included in Appendix B).

Bioretention area at the Serramonte Library green parking lot project in Daly City.

- Prepared a "New Development Subcommittee MRP Sourcebook" of information related to Provisions C.3, C.6, and construction-related tasks in Provision C.13 - Copper Controls (see Appendix B for binder cover and table of contents).
- Began updating the Countywide Program's C.3 Technical Guidance, in collaboration with the Alameda Countywide Clean Water Program.
- Began identifying potential pilot green streets projects within San Mateo County, per MRP Provision C.3.b.iii.

Green Streets and Parking Lots

The Sustainable, Green Streets and Parking Lots Program is funded by a countywide vehicle registration fee under Assembly Bill (AB) 1546, which went into effect on July 1, 2005, and was subsequently extended through 2012 by Senate Bill (SB) 348. During FY 2009/10, two of the six green streets and parking lots grants awarded in FY 2007/08 were completed. Daly City completed its Serramonte Library green parking lot, and Burlingame completed its Parking Lot C green street and parking lot project. With the completion of these projects, a total of four green streets and parking lots projects have been constructed. The potential for the Burlingame project to be considered a pilot green street project under Provision C.3.b.iii is under review.

The Program Coordinator and the Countywide Program's green streets consultant gave presentations on the Countywide Programs green streets and parking lots program at the ASCE International LID conference in April, which was held in Millbrae. Conference attendees also visited Brisbane's demonstration project as part of a tour in which approximately 100 participants viewed the bioretention area and vegetated swale. At the San Francisco Estuary Partnership's State of the Estuary conference in September 2010, the Countywide Program's permit compliance consultant displayed a poster session and participated in a panel discussion representing the green streets and parking lots program.

In FY 2010/11, the San Francisco Estuary Institute conducted its first year of water quality monitoring of bioretention areas at the Serramonte Library, through a San Francisco Estuary Partnership grant. Initial results show a 40 percent reduction in PCBs and over an 80% reduction in polyaromatic hydrocarbons (PAHs), zinc, copper, lead and nickel. The Institute will monitor the bioretention areas again in a couple of years after the plants have matured.

Update of Forms and Checklists and Guidance

The following forms, checklists, model documents, and guidance were updated for MRP consistency and are included in Appendix B:

- Impervious surface data collection worksheet (to calculate the total impervious surface a project creates and/or replaces).
- Hydromodification management (HM) applicability form (to determine whether a project must comply with HM requirements).
- NPDES Project Applicant Checklist (to identify the post-construction controls and construction BMPs that will be required for the development project).
- Source Control Model List (for municipality's use in updating their local Source Control Measures Lists).
- Model Maintenance Agreement for municipalities to require long-term operation and maintenance (O&M) of stormwater treatment measures and HM controls.

- Operation and Maintenance Verification Inspection Checklist for Treatment Measures and HM Controls.

2010 New Development Workshop

The 2010 New Development Workshop was held on May 26, to provide training to municipal staff, developers, and consultants on implementing MRP Provision C.3 requirements in development projects. Sessions included an overview of new MRP requirements, design considerations for green roofs and rainwater harvesting systems, case studies of LID projects in Santa Clara County, a case study of incorporating HM requirements in stormwater treatment measures, and preliminary results of the water quality monitoring at bioretention areas at the Serramonte Library in Daly City. A total of 61 people were in attendance, not including speakers and workshop staff. The agenda, attendance list and workshop evaluation summary are included in Appendix B.

Regional Collaboration

Provision C.3 of the MRP includes a number of upcoming requirements for studies and reports that may be met regionally. After a period of inactivity, BASMAA's Development Committee began meeting in January 2010. The Committee is preparing, or planning the preparation of, the following regional reports, which will assist the Countywide Program and its member municipalities in meeting specific requirements of Provision C.3.

- **Special Projects Criteria and Procedures.** Countywide Program representatives are participating in BASMAA's preparation of criteria and procedures for identifying smart growth, high density and transit oriented development projects that may receive reductions in LID requirements, per Provision C.3.e.ii. This report is due to the Water Board by December 1, 2010. Preliminary draft ideas for the criteria were submitted to Water Board staff in April.
- **Biotreatment Soil Specifications.** Countywide Program representatives are participating in the development of proposed soil specifications for biotreatment systems, and guidance for permittees to apply the specifications, per Provision C.3.c.iii(3). This report is due to the Water Board by December 1, 2010.
- **Green Roof Specifications.** Countywide Program representatives are participating in the development of minimum specifications for green roofs to be considered biotreatment systems, per Provision C.3.c.iii(4). These specifications are due to the Water Board by May 1, 2011.

Stormwater treatment measure at Burlingame Parking Lot C.

- **LID Feasibility/Infeasibility Criteria.** Countywide Program staff and Subcommittee members have participated in preliminary discussions of potential regional approaches to identifying criteria and procedures for determining the feasibility and infeasibility of rainwater harvesting and use, evapotranspiration, and infiltration in new and redevelopment projects, per Provision C.3.c.iii(1). The proposed criteria and procedures are due to the Water Board on May 1, 2011.
- **Green Streets Pilot Project Reporting.** Countywide Program staff and member agency representatives have participated in developing a request for proposals (RFP) for BASMAA to hire a consultant to help manage data and reporting on green streets projects that are developed to meet the Provision C.3.b.iii requirements for green street pilot projects.

Provision C.6

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

- Collaborated with the San Francisco Estuary Partnership to provide training on the new statewide Construction General Permit and the MRP's Provision C.6 requirements.
- Updated the Countywide Program's existing construction site inspection checklist for consistency with the MRP's specific requirements for construction site inspections.
- Prepared a construction site inspection tracking spreadsheet to help municipalities meet the Provision C.6.e(4) requirement to track construction site inspection results.
- Prepared an Enforcement Response Plan (ERP) template that addressed ERP requirements in Provisions C.6, Provisions C.4 (Industrial and Commercial Site Controls) and C.5 (Illicit Discharge Detection and Elimination).

Construction Site Compliance Workshop

This workshop was held on December 3, 2009, to provide training to municipal staff, developers, and contractors on implementing the new Construction General Permit (CGP) and MRP Provision C.6 requirements in construction projects. The Countywide Program achieved cost effectiveness by partnering with the San Francisco Estuary Partnership, which took the lead in planning and organizing the workshop based on the program it developed for workshops throughout the region, with funding provided by the Countywide Program. Sessions included overviews of new CGP and MRP requirements, construction best management practices, and enforcement. The agenda, attendance list and workshop evaluation summary are included in Appendix B.

FUTURE ACTIONS

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

- Complete preparation of an "atlas" of maps at a sufficient scale to show the HM Control Area boundary in relation to property lines in areas where the boundary does not follow major roadways.
- Prepare model conditions of approval to help municipalities implement Provision C.3 and C.6 requirements in new development and redevelopment projects.
- Enforcement of construction site BMPs, including erosion and sediment and general pollution prevention controls.
- Demonstration of the use of appropriate construction and post-construction stormwater controls in conditions of approval for development projects.
- Continue to exchange information with the municipalities through bi-monthly NDS meetings, and at the next new development workshop.
- Conduct round table discussions, and/or project review presentations, to assess and/or track effectiveness.

4
INDUSTRIAL AND ILLICIT DISCHARGE CONTROLS

INTRODUCTION and SUMMARY

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

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

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

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

- Developed an Industrial and Commercial Business Inspection Plan template for the Countywide Program's member agencies to customize in preparing their individual business inspection plans.
- Prepared a template for an enforcement response plan to assist member agencies to meet the enforcement response plan requirements prescribed in the MRP's Provisions C.4, C.5, and C.6.
- Participated with SCVURPPP in a BASMAA project of regional benefit to prepare pollutants of concern-related educational and training materials for business inspectors. This training material primarily covers PCBs and PCBs-containing equipment (Provision C.12.a); information about proper BMPs for industries that use or have sources of copper (Provision C.13.d); and mercury containing device collection and recycling (Provision C.11.a).

- Developed a complaint/spill/discharge tracking spreadsheet to assist the Countywide Program's member agencies to comply with tracking, case follow-up, and reporting requirements (Provision C.5.f).
- Updated the Countywide Program member agencies' list of stormwater illicit discharge contacts as part of helping agencies to make illicit discharge contact information available (Provision C.5.c.ii).
- Worked with the Oakland Museum of California staff to make Oakland Museum of California's Creek & Watershed maps publicly available by providing links on the Countywide Program's website (Provision C.5.e).
- Developed two storm drain collection system screening forms to assist member agencies document their municipal separate storm sewer screening program and activities.

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

IMPLEMENTATION OF MRP'S PROVISIONS

All of the Countywide Program's assistance with the MRP's Provisions listed above was coordinated through the CII Subcommittee. Ward Donnelly from the City of Daly City continued to chair the CII Subcommittee during FY 2009/10. The municipalities that attended the majority of the subcommittee's meetings include staff from the cities of Belmont, Burlingame, Daly City, Menlo Park, Millbrae, San Mateo, South San Francisco, and unincorporated San Mateo County. Dermot Casey from the County of San Mateo Health Services Agency, Environmental Health Services Division (County Environmental Health), represented San Mateo County and most of the cities for which the county conducts business inspections. In addition, a representative from the South Bayside System Authority attended most of the CII Subcommittee meetings. A complete list of subcommittee attendees is contained in Appendix C.

In addition, the CII Subcommittee has a Training Work Group that assists with planning trainings, developing educational outreach materials, and coordinating with the PIP Subcommittee on materials that affect businesses. Coordination and collaboration with the PIP Subcommittee is facilitated by Sarah Schrader of County Environmental Health who helps the Countywide Program to staff the PIP Subcommittee. The work group is comprised of representatives from the cities of Burlingame, Millbrae, and South San Francisco and by San Mateo County unincorporated.

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

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

- Developed an Industrial and Commercial Business Inspection Plan template for the Countywide Program's member agencies to customize in preparing their individual business inspection plans.
- Prepared a template for an enforcement response plan to assist member agencies to meet the enforcement response plan requirements prescribed in the MRP's Provisions C.4, C.5, and C.6.
- Participated with SCVURPPP in a BASMAA project of regional benefit to prepare pollutants of concern-related educational and training materials for business inspectors. This training material primarily covers PCBs and PCBs-containing equipment (Provision C.12.a); information about proper BMPs for industries that use or have sources of copper (Provision C.13.d); and mercury containing device collection and recycling (Provision C.11.a).

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

Commercial Business Inspection Plan Template

The Commercial Business Inspection Plan Template was prepared for use by each of the Countywide Program's member agencies in meeting the MRP's requirements to develop and implement a business inspection plan (Provision C.4.b). The business inspection plan template was reviewed and modified based on input received from CII Subcommittee members and the training work group.

Sixteen municipalities (Atherton, Belmont, Brisbane, Burlingame, Colma, East Palo Alto, Half Moon Bay, Hillsborough, Menlo Park, Millbrae, Pacifica, Portola Valle, Redwood City, San Bruno, San Carlos, and Woodside) have contracts with County Environmental Health to conduct their business inspections. County Environmental Health primarily inspects retail food facilities and facilities that use hazardous materials and/or generate hazardous wastes.

County Environmental Health staff prepared business lists to help municipalities it has contracts with to meet the MRP's business inspection plan requirements. County Environmental Health developed a list of facilities that they plan to inspect in FY 2010/11 and a list of facilities, which it inspects, that could reasonably be considered to cause or contribute to pollution of stormwater runoff (Provision C.4.b.ii). The intent of providing the business lists is for each municipality to review and, as needed, supplement these business lists.

Enforcement Response Plan Template

One of the requirements of the MRP is for each co-permittee to develop an enforcement response plan (ERP). As described above, the Countywide Program developed a template for an ERP to assist member agencies to meet the ERP requirements prescribed in the MRP's Provisions C.4, C.5, and C.6. A draft of this ERP template was reviewed and modified based on comments received from the CII Subcommittee.

In addition, a packet of supplemental information was distributed with the template, including the following materials:

- copy of an email from the Regional Water Board staff's Selina Louie with her comments on a draft version of the ERP template;
- copy of the city of Benicia's ERP and the city of Milpitas' construction-related ERP – both of these ERPs were provided as examples by Selina Louie; and
- copy of an example notice of violation (NOV) from the city of Daly City.

Further, the Countywide Program was requested to review and comment on two municipalities' ERPs that were developed by using the template. Constructive suggestions were provided to these two cities. It is anticipated that there will be opportunities for continued improvement in ERPs based on what agencies learn from their actual application to local enforcement cases.

Pollutants of Concern Training Materials

The Countywide Program worked with the SCVURPPP to assist BASMAA's Phase I member agencies to comply with pollutants of concern educational and training materials for business inspectors. This training material prepared primarily covers PCBs and PCBs-containing equipment (Provision C.12.a); information about proper BMPs for industries that use or have sources of copper (Provision C.13.d); and information intended to promote and facilitate the collection and recycling of mercury containing devices and equipment at the consumer level, such as, thermometers, thermostats, switches, and bulbs (Provision C.11.a).

The inspector training materials developed included the following:

- Pollutants of Concern Stormwater Inspectors' Guidance Manual;
- Pollutants of Concern Supplemental Inspection Forms for copper, mercury, and PCBs; and
- PowerPoint presentation about inspecting industrial/commercial facilities for pollutants of concern.

These training materials were reviewed by the CII Subcommittee, and it was agreed that they should be used to initiate training in FY 2009/10. Improvements and modifications to the pollutants of concern training materials may be made in FY 2010/11 following experience gained using the materials. Copies of the training materials were made available on the Countywide Program's website. In addition, County Environmental Health held on August 26, 2010 a "Pollutants of Concern Stormwater Inspectors Guidance Manual Training" for its inspection staff and other Countywide Program member agencies' inspection staff.

Provision C.5 Illicit Discharge Detection and Elimination

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

- Developed a complaint/spill/discharge tracking spreadsheet to assist the Countywide Program's member agencies to comply with tracking, case follow-up, and reporting requirements (Provision C.5.f).

- Updated the Countywide Program member agencies' list of stormwater illicit discharge contacts as part of helping agencies to make illicit discharge contact information available to the public and municipal staff (Provision C.5.c.ii).
- Worked with the Oakland Museum of California staff to make Oakland Museum of California's Creek & Watershed maps publicly available by providing links on the Countywide Program's website (Provision C.5.e).
- Developed two storm drain collection system screening forms to assist member agencies document their municipal separate storm sewer screening program and activities.
- Continued support of BASMAA's Surface Cleaner Training and Recognition program.

Complaint Spill Tracking Form

The Countywide Program developed a complaint/spill/discharge tracking spreadsheet to assist its member agencies to comply with the requirement to: "Create and maintain a water quality spill and discharge complaint tracking and follow-up in an electronic database or equivalent tabular system by April 1, 2010" (Provision C.5.f.ii). The spreadsheet organizes the MRP-required information about spills and discharges into the following categories: complaint information; investigation information; and follow-up information. The spreadsheet provides a way to document the information collected for MRP compliance and to summarize the information needed for annual reporting.

A draft of the complaint/spill/discharge tracking spreadsheet was reviewed by the CII Subcommittee, and changes were made based on comments received. The final version of the spreadsheet was distributed to the CII Subcommittee's members for use at the end of March. In addition, the spreadsheet was added to the member's portion of the Countywide Program's website.

Update of Countywide Program's List of Illicit Discharge Contacts

On the Countywide Program's website the Countywide Program maintains a list of each of its member agencies' illicit discharge stormwater coordinators. The list was updated in May 2009, and it was updated again in the spring of 2010 because of a number of changes in contact information http://www.flowstobay.org/bs_illicit_discharge.php. The list includes the name of each of the Countywide Program's 22 member agencies, and for each agency the following is included: name of the stormwater illicit discharge coordinator/contact, an email address, and a telephone number. Many of the agencies list a primary and alternative contact person.

This updated list of contacts is intended to supplement the information that each agency needs to provide and publicize. Specifically, the MRP requires, in part, that permittees "shall have a central contact point, including a phone number for complaints and spill reporting, and publicize this number to both internal Permittee staff and the public" (Provision C.5.c.i).

Links to Storm Drain Maps

The MRP requires that permittees make maps of the municipal separate storm sewer system available either electronically or in hard copy by July 1, 2010 (Provision C.5.e.ii). Each municipality was encouraged at the CII Subcommittee meetings to make its MS4 maps publicly available. One option the CII Subcommittee agreed to implement for helping the Countywide Program's member agencies to meet this requirement was to make the Oakland Museum of California's creek and watershed maps publicly available. These maps include municipal storm drains that measure 24 inches or greater in diameter.

The Countywide Program staff obtained permission and helpful suggestions from the Oakland Museum of California's staff on how to link to its creek and watershed maps. There are three creek and watershed maps that cover most of the urbanized areas within San Mateo County (Creek & Watershed Map of Daly City & Vicinity; Creek & Watershed Map of San Mateo & Vicinity; and Creek & Watershed Map of Palo Alto & Vicinity). While the hard copy versions of these maps cover multiple watersheds within large areas of the county, the museum's electronic maps typically cover individual watersheds. Links to the Oakland Museum of California's creek and watershed maps were added to the Countywide Program's website. At the CII Subcommittee meeting member agencies were encouraged to also include these links on their agencies' WebPages and to add other maps, as needed, to meet the requirement to make their MS4 maps publicly available.

Collection System Screening Forms

The MRP requires that permittees perform routine dry season surveys for illicit discharges and illegal dumping in above ground check points in the storm drain collection system (Provision C.5.e). The Countywide Program developed an optional form for the Countywide Program's member agencies to summarize their stormwater collection system screening program, and it adapted a form to document storm drain screening. Each form is described briefly as follows.

The municipalities need to meet a number of detailed MRP requirements for screening their collection systems for illicit discharges and illegal dumping. In order to assist the member agencies understand and have documentation available about their screening programs, the Countywide Program developed an optional form. The form consists of a series of questions that address how the MRP's requirements for a screening program are being met. This form was added to the member's portion of the Countywide Program's website.

The other form developed is intended for municipalities' use in documenting the results of efforts to screen their storm drain system for illicit discharges and illegal dumping. BASMAA's Municipal Operations Committee shared information about different forms that could be used to document storm drain screening. The Municipal Operations Committee decided not to develop a regional storm drain collection system screening form. The Countywide Program adapted a form developed by city of San Jose staff. The form was reviewed by the CII Subcommittee and distributed in June to the Countywide Program's member agencies for their use in documenting the results of their upcoming dry season field screening. The form was also added to the member's portion of the Countywide Program's website.

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

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

Provision C.15 Exempted and Conditionally Exempted Discharges

The MRP's Provision C.15 Exempted and Conditionally Exempted Discharges has a number of new requirements for Countywide Program member agencies that are also potable water purveyors. These new requirements include documenting, monitoring, notifying, and reporting on various types of planned and unplanned discharges. Provision C.15 also includes requirements for outreach efforts to discourage individual car washing where washwaters discharge directly to the MS4. As described under the Public Information and Participation section of the report, the Countywide Program developed a residential car wash tip sheet to encourage the use of good car washing BMPs.

The Countywide Program also assisted its member agencies to understand and implement the MRP's requirements for minimizing runoff and pollutant loading from excess irrigation. The Parks Maintenance and IPM work group discussed the Department of Water Resources updated model water efficient landscape ordinance and provided training in 2010 on these updated water conservation practices.

FUTURE ACTIONS

The Countywide Program's activities scheduled for FY 2010/11 include the following:

1. Help municipalities to comply with the MRP's proposed requirements for controlling mobile sources as described in the MRP's Provision C.5.d. This is anticipated to include the implementation of additional mobile source controls as agreed to by BASMAA's Municipal Operations Committee. This is anticipated to occur by expanding the existing Surface Cleaner Training and Recognition program.
2. Work with the Countywide Program's member agencies on developing their Business Inspection Plans for FY 2011/12
3. Improve ERPs and the implementation of these plans.
4. Assist in developing a car wash tip sheet for businesses with the same look and level of detail as the residential car wash tip sheet completed in FY 2009/10.
5. Prepare written guidance materials for meeting the MRP's requirements for planned and

unplanned potable water discharges and for discharges of swimming pool, hot tub, spa, and fountain waters.

6. Prepare a list of proposed additional types of non-stormwater discharges that the CII Subcommittee recommends be forwarded to the Water Board's Executive Officer for approval.

5 PUBLIC INFORMATION AND PARTICIPATION

INTRODUCTION AND SUMMARY

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

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

PIP is essential for controlling pollution at the source because most pollutants originate from preventable, everyday activities. Pollutants in stormwater may be reduced by educating residents about the benefits of preventing stormwater pollution and motivating them to do their share to reduce pollution. This approach is recognized as being both cost-effective and efficient in meeting the goal of reducing pollutants in stormwater to the maximum extent practicable.

This section describes the Countywide Program's PIP accomplishments and assesses the effectiveness of the PIP activities completed in 2009/10. James Shannon from San Bruno served as the chairperson this year for the PIP subcommittee.

ACCOMPLISHMENTS

The PIP Subcommittee met six times in FY 2009/10 to oversee the development of educational materials and to guide the implementation of the PIP component. The Countywide Program accomplished the following major public information and participation tasks during FY 2009/10:

- Increased local media attention with local newspapers by writing articles about three successful Countywide Program projects: the Green Streets Guidebook and Projects, Coordination of California Coastal Cleanup Day, and the Cigarette Butt Litter Reduction Pilot-Program.
- Continued to maintain the www.flowstobay.org website, with a 46% increase in the number of people visiting the website this year compared to last year.
- Translated and printed the "You Are the Solution" stormwater brochure into Spanish to assist us in reaching our large Spanish-speaking population.
- Developed two versions of the car wash tip card, "Keep Car Wash Pollution Out of the Storm Drain" to encourage residents to wash cars at commercial car washing facilities, use minimal soap when washing cars at home and to divert the runoff to landscaped areas. Both tip cards have an image of a father and son washing a car, with the soapsuds flowing into either the San Francisco Bay or the Pacific Ocean.
- Continued to coordinate the California Coastal Cleanup Day for San Mateo County. This accomplished the diversion of 44,488 lbs of litter from waterways. A total of 4,224 residents volunteered, an 11% increase from last year. Since COUNTYWIDE PROGRAM started coordinating the program in 2006, there has been an overall increase in volunteers by 335%.
- Hosted an educational booth at the three-day Home Show and conducted a survey of event goers on their car washing habits.
- Developed the online "Resource Guide of Groups and Organizations in San Mateo County with Watershed Stewardship Efforts" featuring local groups and organizations with which residents can volunteer.
- Awarded $15,000 to six organizations through our Community Action Grant Program.
- Sponsored two programs for elementary-age students, the Zun Zun Musical Assembly Program and Creek Champions In-class Presentations.
- Continued to participate in the region-wide Integrated Pest Management "Our Water Our World" campaign by working with local retail stores.
- Partnered with Redwood City Water Resource Management Program, the Bay Area Gardeners Association, and Bay Area Water Supply and Conservation Agency (BAWSCA) to train 80 landscapers to be Certified Peninsula Green Gardeners.

IMPLEMENTATION OF MRP'S PROVISIONS – PROVISION C.7

C.7.b.ii.1 ADVERTISING CAMPAIGN

Regional Outreach Strategic Plan

This provision requires Permittees to participate in or contribute to advertising campaigns on trash/litter in waterways and pesticides with the goal of significantly increasing overall awareness of stormwater runoff pollution prevention messages and behavior changes in target audience. There is no Annual Reporting requirement until after a pre-campaign survey has been conducted, which is planned for FY 10-11. Nevertheless, the Permittees conducted the following in FY 2009/10 in preparation for conducting a regional advertising campaign.

Through the BASMAA Public Information / Participation (PI/P) Committee, Permittees decided in December 2009, shortly after the MRP took effect, to take a broader view of some of its regional tasks (e.g., Regional Advertising Campaign, Regional Media Relations, Our Water, Our World program) to ensure that work on individual MRP provisions was coordinated and part of an overall strategy. The broader strategy will include all audiences related to the MRP provisions and ways of reaching them (e.g., advertising, media relations, schools outreach, and events). Although the scope of the strategy will be broad, the level of stormwater agency (regional, area wide program, city) implementing each part will vary (i.e., each part will not be implemented via BASMAA). The strategy will be multi-year and also include creative, media placement, media relations, partnerships, and evaluation. During the remaining portion of FY 2009/10, the PI/P Committee developed and released a Request for Qualifications, and interviewed and selected a firm to develop a Regional Outreach Strategic Plan.

C.7.b.iii.1 PRE-CAMPAIGN SURVEY

Not required for this Annual Report. A regional pre-campaign survey is planned for FY 2010/11 as part of the regional outreach strategic plan.

C.7.c MEDIA RELATIONS

Countywide Media Relations

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

- "LOCAL 'GREEN STREETS' GUIDEBOOK WINS STATEWIDE PLANNING AWARD"
  Content: San Mateo County Sustainable Green Streets and Parking Lots Design Guidebook received the 2009 Award for Innovation in Green Community Planning from the American Planning Association, California Chapter (APA California). Published in January 2009 by the City/County Association of Government's San Mateo Countywide Water Pollution Prevention Program (Countywide Program), the guidebook illustrates how streets and parking lots can be designed to manage stormwater in a more sustainable and natural way. The guidebook has been praised by U.S. Environmental Protection Agency staff as having national significance, and it has already influenced the construction of two completed demonstration projects: a green parking lot at Brisbane's City Hall, and the Belle Air/Third Avenue green street in San Bruno. And on July 20,

2009, Daly City began construction of a stormwater bio-filtration project to improve stormwater quality at the Gellert Park/Serramonte Library parking lot.
Medium: Print
Date of publication: Released July 28, 2009. As a result, the San Mateo County Times wrote an article featuring Brisbane City Hall's green parking lot; "Brisbane parking lot goes green with rain garden" by Julia Scott San Mateo County Times, August 2, 2009.

- "CALIFORNIA COASTAL CLEANUP DAY CELEBRATES 25TH ANNIVERSARY"
  Content: Coastal Cleanup Day is sponsored by the San Mateo Countywide Water Pollution Prevention Program and California Coastal Commission. This is the 25th year thousands of Californians will work together along beaches, shorelines and inland waterways to clear cigarette butts, cans, bottles, plastic bags, grocery carts, old tires and other debris. Last year, more than 3,800 volunteers in San Mateo County removed 35,000 pounds of trash and 6,000 pounds of recyclables. Volunteers are encouraged to show up at any of the following cleanup locations in San Mateo County at 9 a.m. on September 19th. Most cleanups end by noon. For more information about the San Mateo Countywide Water Pollution Prevention Program or cleanup sites within San Mateo County, visit www.flowstobay.org/litter or call (650) 372-6214.
  Medium: Print
  Date of publication: Released September 14, 2009. Articles were written as a result of the press release in the Pacifica Tribune, San Mateo County Times, and San Mateo Daily Journal.

- ADDITIONAL FREE MEDIA
  As a result of posting the 2009 San Mateo County Pocket Ashtray Pilot Study on the New Information section of the website, and sending out an email through Gov Delivery, the San Mateo County Times published an article on January 16, 2010, titled "San Mateo County seeks end to cigarette butt litter," by Julia Scott.

Regional Media Relations

The BASMAA Regional Media Relations project made three pitches – pesticides, car washing, and litter–specifically plastic bags - in FY 2009/10. In all, the three pitches resulted in 38 media placements: six in print; 11 on the radio; and 21 online:

- Pyrethroid Pesticides
  Content: Pyrethroids as an emerging force in the market and detailed information about how one chemical will be banned only to have a new one take its place.
  This pitch resulted in six placements. The Alameda Sun ran the story headline, "Exercise Caution When Choosing Pesticides". Another coverage highlight included Geoff Brosseau's interview on KMKY (Radio Disney), a station that has good reach among women because mothers listen to the station with their children.
- Car Washing

Content: Promoted use of professional car washes or simply washing on grass or gravel instead of paved surfaces.
PSAs aired on five radio stations, including the high profile KCBS and KOIT. A Spanish station KIQI also broadcast the PSA. Numerous stations included the PSA copy on their websites and Sharon Gosselin was interviewed on the subject by KEAR. Overall, this pitch resulted in fourteen placements.

- Litter/Plastic Bags
  Content: This press release focused on plastic bags as a major source of litter and promoted reusable bags as a better choice. Several tips to help people remember to use their reusable bags were included.
  DJ drops were done at five radio stations. A DJ drop is when a press release ad and leave behind is brought to a station's morning show along with some food and refreshments for the morning show crew. Food, the press release, and a few reusable Chico-style bags were brought to the stations. Two of the five stations covered the story that day. A third included some mention on air and requested copy to use online. Coverage highlights included a two-minute discussion of plastic bags by Sarah & Vinnie of the immensely popular Radio Alice (KLLC) and "Fog Files" segment on KFOG.
  A second round of pitches consisted of sending the release out with a picture of a plastic bag on a storm drain, to other stations not covered by the drops and also to print. As a result, several print and online placements were done.

C.7.d STORMWATER POINT OF CONTACT

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

Website Statistics

There was a 46% increase in the number of people visiting www.flowstobay.org this year compared to last year. The popularity of the storm water website has grown since its redesign in July 2008. In addition the number of pages viewed per visitor has also grown slightly; from on average of 4.07 pages viewed per visitor in FY 2008/09 to 4.95 pages viewed per visitor in FY 2009/10. The increase could be a result of an additional five web pages that were added this year, the addition of a new subscriber service called Gov Delivery where residents get updates sent to them when a webpage on their subscription list is updated, the popular online calendar of events, Coastal Cleanup Day event usage, and advertising the website on promotional items and literature handed out to residents at outreach events.

Table 5-1 Number of People Visiting www.flowstobay.org

Month	FY 2008/09	FY 2009/10
July	~1,800	4,711
August	1,996	4,735
September	2,946	5,056
October	1,950	5,195
November	2,303	5,080
December	2,098	4,397
January	3,227	4,486
February	3,776	4,337
March	4,701	5,033
April	4,750	4,546
May	4,552	4,381
June	4,375	4,404
Total visitors:	**38,474**	**56,361**

Table 5-2 Comparison of the Number of Webpages Viewed in the Past Three Years

Month	2007/2008	2008/2009	2009/2010
July	10,819	~10,000	18,608
August	8,657	8,139	24,858
September	7,126	11,568	27,480
October	7,161	11,600	24,326
November	7,766	12,000	27,587
December	7,404	12,870	21,717
January	8,298	13,147	22,537
February	7,888	12,542	19,000
March	9,642	16,311	24,300
April	11,209	15,746	21,590
May	12,757	16,292	25,312
June	8,027	16,355	21,883
Total	106,754	156,570	**279,198**
Avg. Pages Viewed per Visitor	**N/A**	**4.07**	**4.95**

New web pages added this year include:

- Three new pages for the Sustainable Streets section including the Green Streets Guidebook and pilot projects in Brisbane and San Bruno to coincide with the press release in July 2009.
- Resources page for the Municipalities section.
- San Mateo County Pocket Ashtray Pilot Study in the Municipalities section.
- Redesigned Litter Reduction and Coastal Cleanup Day pages.

Inserted Gov Delivery subscription email into the stormwater pages listed in the table below. Gov Delivery emails were sent out to the list of subscribers whenever there were updates added to any of these pages. Subscribers include local news media.

Table 5-3 Gov Delivery Subscribers

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

Top Four WebPages Viewed in 2009/2010, spanning all months in the year:

- 17,223 views: Calendar of Events
- 17,031 views: Sustainable Streets
- 12,360 views: Litter Reduction
- 9,801 views: Community Action Grant

Top Four Document Downloads in a single month:

- 248: Food Worker Book, Food Facilities Page, Business Section, May 2010.
- 238: San Mateo County Sustainable Green Streets and Parking Lots Design Guidebook, Sustainable Streets Page, Municipalities Section, July 2009.
- 235: Turf Block and Permeable Joint Pavers Technical Guidance, New Development Page, Business Section, June 2010.

- 218: Turf Block and Permeable Joint Pavers Technical Guidance, New Development Page, Business Section, March 2010.

C.7.e Public Outreach Events

Outreach Materials and Giveaways

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

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

New Outreach Materials Developed This Year

- "You're the Solution" brochure translated and printed in Spanish
- The Bay - Car Wash Tip Card
- The Ocean - Car Wash Tip Card
- Promotional items given for filling out a car wash survey at an outreach event: coffee mug or a reusable shopping bag

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

Coordination of California Coastal Cleanup Day, September 19, 2009

California Coastal Cleanup Day, held each year on the third Saturday in September, is the largest volunteer event in the state. The California Coastal Commission sponsors the event with the support of County and Regional Coordinators. The Countywide Program coordinated the event for the fourth year, recognizing that this event is a great opportunity to get many residents of all ages actively involved in a way that would foster an understanding

of the problems associated with litter. This event qualifies as both a Public Outreach Event (C.7.e.) and Citizen Involvement Event (C.7.g.).

2009 Achievements:

SMCWPP coordinated 32 beach and creek cleanup locations, including three new cleanup sites: Rotary Park, City of Millbrae, North Fair Oaks Community, unincorporated County, and Pilarcitos Creek in Half Moon Bay.

- Diverted from waterways: 44,488 lbs of trash & recyclables picked up. (38,518 lbs of trash & 5,790 lbs or recyclables)
- Increased volunteer participation by 11% from previous year – 4,224 residents volunteered in 2009. A 335% increase in volunteers since 2005. Past year's totals: 2008: 3,802 volunteers; 2007: 2183 volunteers; 2006: 1644 volunteers; 2005: 971 volunteers.

California Coastal Cleanup Day Material Distribution

- 1000 bookmarks: given out to all County libraries
- 1200 posters: all County public schools, libraries, community centers, and for Site Captains.
- 1200 postcards: sent to local organizations, churches, and youth groups in the County. Given out at tabling events, municipality's office counters, and Site Captains to distribute.

Media/Advertising

- Included event in newspaper calendar sections in The Almanac, San Mateo Daily Journal, and the Half Moon Bay Review.
- Posted event on the Craigslist volunteer and events sections.
- Newsletter article for the Environmental Health's Pollution Prevention Post titled ""Seas" the Day, Coastal Cleanup Day."

Results

On California Coastal Cleanup Day, volunteers who served as Site Captains for 32 clean-up sites, both coastal and inland, signed in, gave out supplies and gave safety talks to 4,224 volunteers. Eighteen of the sites were located on the beach and 14 were located at inland creeks and the Bay. Our volunteer numbers continued to increase with 422 more participants than last year.

Volunteers diligently cleaned up litter, keeping track of the type of trash that they picked up on a data card. The data cards were turned in to the Countywide Program and entered in a spreadsheet, in order to assess the type, amount and source of litter in San Mateo County. This year we saw more large trash items such as couches, bikes, and TVs, being hauled out by volunteers and public work departments. Each cleanup site had graphs and tables of what

was picked up last year at each site and participants really liked to see this information. In addition, we created information about the top four debris items found in San Mateo County, and provided information about the environmental impacts of these items and what we can do to prevent litter.

Figure 5-1 Coastal Cleanup Day Volunteers in San Mateo County 2005-2009

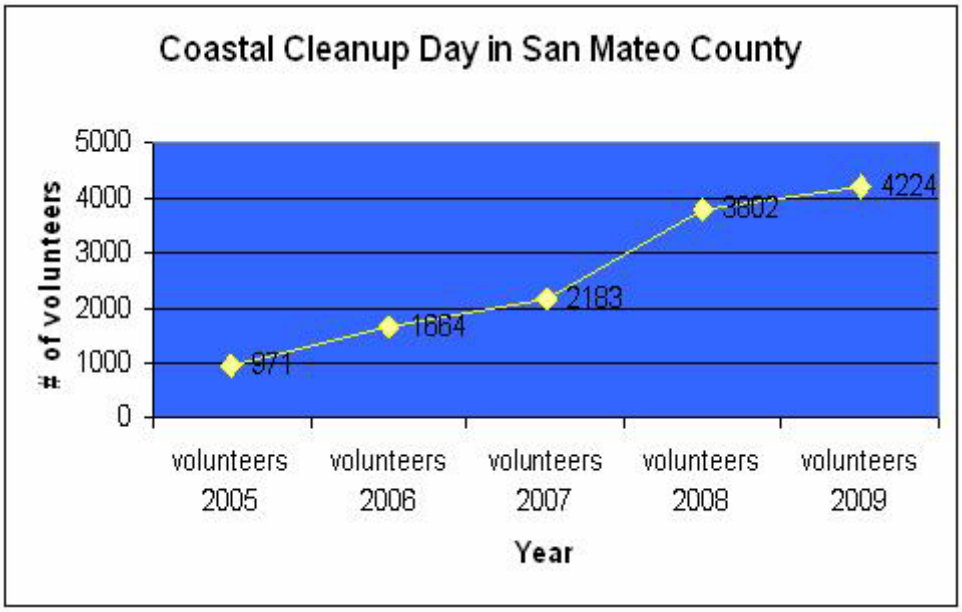

Figure 5-2 Total Debris Removed During Coastal Cleanup Day in San Mateo County from 2005-2009

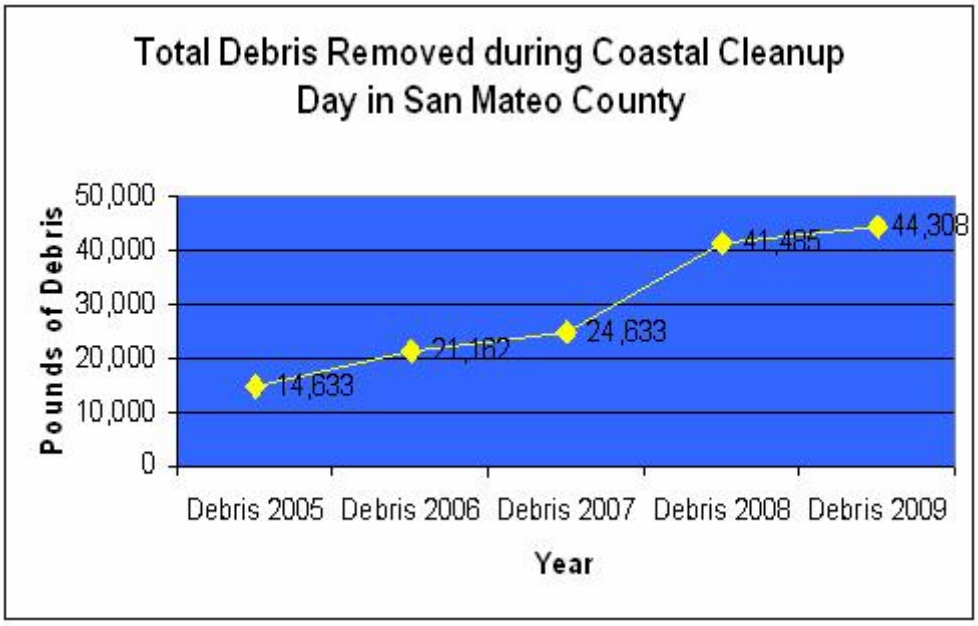

Table 5-4 2009 Volunteers per Cleanup Site

2009 Cleanup Sites	Coastal or Inland?	Volunteers
Bayshore Park	Inland	20
Belmont Creek	Inland	78
Brisbane lagoon	Inland	54
Burlingame Bay Front	Inland	166
Colma Creek	Inland	14
Cordilleras Creek	Inland	51
Coyote Point	Inland	160
EPA Charter School	Inland	12
Francis State Beach	Coastal	185
Montara Beach	Coastal	52
North Fair Oaks	Inland	250
7 Pacifica Sites	Coastal	1,235
Pescadero	Coastal	80
Pilarcitos Creek	Coastal	10
Pillar Point	Coastal	50
Pistacio State Beach	Coastal	9
Poplar State Beach	Coastal	83
Redwood City	Inland	200
Roosevelt/Dunes Beach	Coastal	113
Rotary Park	Inland	164
San Francisquito Creek	Inland	135
San Gregorio	Coastal	75
San Mateo / Ryder Park	Inland	600
South San Francisco Bayfront	Inland	72
Surfers Beach	Coastal	156
Thorton State Beach	Coastal	200
Total Number of Volunteers		4,224

In San Mateo County, the majority of litter picked up during California Coastal Cleanup Day originates from shoreline and recreational activities, including urban runoff. The top three debris items picked up were cigarette/cigarette filters, food wrappers/containers, and caps/lids. Cigarettes outnumbered all other debris items, with a total of 17,729 picked up, and followed by single-use plastic items: 6,134 food wrappers and containers, and 3,031 caps/lids.

Table 5-5 Top 5 Debris Items Picked Up During Coastal Cleanup Day in San Mateo County

Top 5 Debris Items	Amount
Cigarettes/Cigarette Filters	17,729
Food Wrappers/Containers	6,134
Caps, Lids	3,031
Plastic Bags	3,027
Beverage Bottles (Glass)	1,753

Table 5-6 Top 5 Activities that Generated Litter Items Picked Up During Coastal Cleanup Day

Activity	Items
Shoreline & Recreational	23,118
Smoking-Related	19,008
Ocean/Waterway	1,322
Dumping	620
Medical/Personal Hygiene	166
Total	**44,234**

<u>Home Show at the Cow Palace, March 26, 27, 28, 2010</u>

This is the first year that the Countywide Program attended this countywide event held at the Cow Palace in Daly City for three days. This event attracts residents from all over the County and the Bay Area. Visitors to our booth obtained Countywide Program outreach materials and interacted with Countywide Program staff who answered questions from the public regarding stormwater pollution prevention and hazardous waste recycling. A total of 659 people visited the booth, and 216 people took a car wash habit survey (86 of those were San Mateo County residents). Residents from San Mateo County who filled out a survey were entered to win one of two rainbarrels donated by the Urban Farmer Store, in San Francisco, and RainSavers of Saratoga.

Looking at the results of the surveys taken only by San Mateo County residents:

- 80% knew that water that flows into storm drains goes directly to local waterways
- 45% washed their car in March 2010
- Of those that washed their car in March: 56% washed at home, while 44% washed at a commercial car wash
- 50% stated that when they wash their vehicle at home the wash water flows into the gutter
- Of those that will wash their vehicle at home next time: 58% will let water flow into the gutter, though 80% of them do know that water that flows into a storm drain goes directly to local waterways; showing that there is a knowledge gap that dirty wash water should not be allowed to go in the storm drain.

Newsletter

Issues of the "P3: Pollution Prevention Post" newsletter were published in September and April to coincide with Pollution Prevention Week and Earth Day, respectively. Newsletter topics included: Coastal Cleanup Day, storm water telephone survey, composting/healthy soil, zero emission vehicles, green streets and parking lots, green washing, 10 most wanted bugs in your garden, less toxic spring cleaning recipes, and used motor oil and filter recycling. A total of 6,000 hard copies were distributed at libraries, city halls, community centers, organizations, and outreach events. The newsletter is also available on the website with total view of:

- 5,621 for Fall 2009 issue
- 4,114 for Spring 2010 issue

Currently there are 338 residents that receive the newsletter by mail and 868 residents that receive it by email and view it online.

C.7.f WATERSHED STEWARDSHIP COLLABORATIVE EFFORTS

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

The Countywide Program developed an online Resource Guide of Groups and Organizations in San Mateo County with Watershed Stewardship Efforts to encourage public involvement in watershed volunteer efforts. Forty-two groups were researched and contacted; of those contacted, three groups declined to be in the guide. Thirty-nine groups are listed on the final online guide, located here: http://www.flowstobay.org/cs_env_resource_guide.php. The guide is organized in alphabetical order by name. Groups are searchable by city or topic of interest. In addition, information on how to form a watershed group is available for

interested residents to encourage formation of groups in areas that do not currently have a local group.

Twenty-one groups completed an online survey regarding their interest in attending a future Watershed Forum and also to give feedback on their needs:

- 90.5% of the respondents are interested in attending a one-day San Mateo County-wide Watershed Forum.
- When asked the best month to attend a forum, the respondents said January, February, or November would be the best month, and that Thursday would be the best day of the week, followed by Tuesday or Wednesday.
- When asked, "Which topics would be of interest to you at a future Watershed Forum?" 83.3% Creek/shore cleanups, 77.8% Riparian Restoration activities, 72.2% General Public Outreach including recruiting volunteers, and 66.7% stated Community Grants, as the most popular topic options.
- 64.7% of the respondents would be interested in presenting on those topics.
- When asked what the organization's needs are, the overwhelming response was funding, followed by volunteers.

The Resource Conservation District stated that they would be interested in co-hosting and helping to coordinate a Watershed Forum with the Countywide Program.

C.7.g CITIZEN INVOLVEMENT EVENTS

Coordination of California Coastal Cleanup Day in San Mateo County

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

Community Action Grant

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

The Community Action Grant was advertised through the mailing of postcards to local nonprofit organizations and community groups, including homeowners' associations. The application was made available on the Countywide Program's website including award descriptions of previous projects that received funding. This year there were twice as many applicants for the grant versus last year – 12 applicants. Six applicants were awarded funds, receiving a total of $15,000 in funding.

The following projects were awarded grants:

1. **San Francisquito Creek Stewardship Project [Year 7] $3000** ***San Francisquito Creek Watershed Project, Palo Alto, Coordinated by Acterra.*** To enlist the community in reestablishing healthy native creek-side habitat at eight long-term sites in the watershed, including removal of debris and non-native species, and planting of native vegetation.
   Target audience: Watershed residents.
   Participants: Estimate of 500 volunteers and private property owners.

2. **"Hey! No Trash in the Bay!" Campaign [Year 3] $3000** ***Marine Science Institute (MSI), Redwood City.*** Promote litter prevention through installation of signage for gathering area at the MSI facility located on the Bay across from Bair Island, and to purchase reusable and compostable eating utensils.
   Target audience: the estimated 25,000 visitors to MSI each year, mostly elementary students.
   Participants: MSI staff will coordinate ordering and installation of signs and recyclable eating supplies.

3. **Earth Day Pacifica – 2010 [Year 2] $3000** ***Pacifica Beach Coalition, Pacifica.*** Promote and coordinate day of action on Earth Day 2010. Enlist community to pick up litter and help restore habitat at more than 100 locations throughout the city including beaches, bluffs, and creeks.
   Target audience: San Mateo County residents, Pacifica residents and other beach visitors.
   Participants: estimated that up to 5,000 volunteers and 200 businesses participated.

4. **Breakfast on a Clean Beach Half Moon Bay [Year 1] $3000** ***Save Our Shores, Half Moon Bay.*** Educated the public at two volunteer clean up events on single use plastics and where these single use plastics often end up; in the Pacific Garbage Patch. Clean up events occurred in March and during Earth Day in April and results were uploaded to the Sanctuary Integrated Monitoring System; SiMoN and following the clean ups, discussion focused on perpetuating the BYOB campaign to offset single use plastic reliance in the Half Moon Bay Area. Volunteers were treated to a breakfast provided by local grocers.
   Target audience: Half Moon Bay community members and businesses.
   Participants: volunteers in excess of numbers reached in previous events (450) as well as Save Our Shores staff and volunteer site coordinator; local businesses.

5. **Ocean Shore School- Oceans Week [Year 1] $2415** ***Ocean Shore School, Pacifica.*** Created more hands on opportunities for students during Oceans Week, including an educational assembly and field trips. The field trips brought students to different locations within the coastal zone where they removed non-native plants. The students utilized information gained at the field trips to germinate native plant species in school gardens for use in future planting activities

in future years. Long-term native plant use is to be coordinated with the local municipality's public works department.
Target audience: Ocean Shore School student body, parents, teachers and school administrators.
Participants: Ocean Shore School student body, parents, teachers and school administrators.

6. **Spruce Up Half Moon Bay State Beach [Year 1] $585**
Hands On Bay Area, Half Moon Bay. Coordination of beach restoration projects that allowed for corporate participation and local volunteer participation throughout the calendar year. These plantings are part of a larger initiative to engage 1,000 new or lapsed volunteers in environmental stewardship in 2010. Partnering with the Disney Give a Day get a Disney Day promotion, this program anticipates an increase in youth and family volunteer groups. These activities support ongoing efforts at various beaches throughout the Half Moon Bay area that are owned and managed by California Dept. of State Parks. This volunteer project is to supplement the ongoing three-year native plant replacement project underway at Half Moon Bay beaches.
Target audience: community members, youth, corporate groups, and local businesses.
Participants: HOBA project coordinator, volunteer site coordinators, youth volunteers, families, corporate volunteers / groups, local citizens.

C.7.h SCHOOL-AGE CHILDREN OUTREACH

Zun Zun School Assembly Program

Contracted with ZunZun (a two-person musical theatrical team that specializes in school assemblies) to develop and present interactive, multicultural shows about stormwater. The show provides information about storm drains, watersheds, and tips to keep water clean. Zun Zun visited 13 elementary schools this year, performing a total of 22 assemblies for 4,310 students.

225 post surveys were provided to all classrooms – 62 surveys were mailed back giving a 29% response rate. Results of the survey:

86% of students answered correctly that when water enters a storm drain it flows directly to the Bay/Ocean.

When students were asked what they learned about ways that they can keep water clean the top responses were as follows:

- no trash in storm drain/ don't litter / pickup trash – 43 responses
- car wash with no/less soap – 31 responses
- no oil in the storm drain – 28 responses
- tie knot on bag so it doesn't fly away – 21 responses

- recycle – 20 responses
- no paint in the storm drain – 19 responses
- wash car at carwash – 15 responses
- fix leaking oil in cars – 10 responses
- use reusable water bottle – 9 responses
- don't wash paint brushes outside – 8 responses

What did the students like about the performance?

- instruments and sounds, instruments out of recycled materials – 47 responses
- fish flying – 35 responses
- songs – 34 responses
- the dances, (many loved the limbo dance) – 33 responses
- student participation – 26 responses

Table 5-7 Zun Zun School Assembly Performances

School	City	Date	Perform-ances	Students
Pescadero Elementary	Pescadero	11/05/2009	1	130
LaHonda Elementary	La Honda	11/05/2009	1	90
Ponderosa Elementary	South San Francisco	1/13/2010	2	380
Brisbane Elementary	Brisbane	1/22/2010	2	240
Meadows Elementary	Millbrae	2/04/2010	2	360
San Mateo Park Elem.	San Mateo	2/09/2010	2	450
Heather Elementary	San Carlos	2/09/2010	1	320
Nesbit Elementary	Belmont	2/22/2010	2	367
Hatch Elementary	Half Moon Bay	3/23/2010	2	560
Laurel Elementary	Atherton	4/14/2010	2	400
Audubon Elementary	Foster City	4/16/2010	1	350
Westlake Elementary	Daly City	4/21/2010	2	380
Green Hills Elementary	Millbrae	5/04/2010	2	283

The Watershed Project, Creek Champions in Class Presentations

This year the Countywide Program partnered with the County Used Oil Recycling Program to bring a new classroom presentation to 3rd, 4th, and 5th grade students, called "Creek Champions". The Watershed Project was hired to present one to two day, one-hour presentations on watershed ecology, pollution prevention, urban runoff, impacts of used motor oil, and storm drains. students did hands-on activities including a watershed in your hand activity, pollution soup, and a trash timeline and cleanup activity. A total of 48

classroom presentations were given at 10 schools. There was a problem in getting schools to sign up in the cities that did not get the Zun Zun School Assembly Program and as a result these cities did not get either school outreach: Burlingame, Colma, Pacifica, Portola Valley, Redwood City, San Bruno, and Woodside. For all of these cities the school principals were given a copy of the Creek Champion Teacher Manual to give to their 3rd through 5th grade teachers.

Table 5-8 Creek Champions Presentations

Elementary School	City	Presen-tations	Grade	Visit 1	Visit 2
Park	San Mateo	6	3rd	12/15/2009	12/17/2009
Brewer Island	Foster City	6	3rd & 4th	1/13/2010	1/20/2010
FDR	Daly City	4	3rd & 4th	1/6/2009	1/11/2009
Green Hills	Millbrae	4	4th	1/21/2010	2/4/2010
Brisbane	Brisbane	6	4th & 5th	2/1/2010	2/10/2010
Marjori H Tobias	Daly City	8	2nd, 3rd, 4th, 5th	2/8/2010	2/9/2010
Selby Lane	Atherton	2	5th	2/16/2010	N/A
Hatch	Half Moon Bay	4	4th	3/29/2010	N/A
North Hillsbor-ough	Hillsborough	4	5th	4/21/2010	N/A
Farallone View	Montara	4	4th & 5th	5/17/2010	N/A

Teachers were provided a teacher manual to promote continual teaching of the program in future years. Each teacher also completed a survey on the effectiveness of the Creek Champions presentation. Ten teacher evaluations were collected and answers to multiple-choice questions that required a number rating are summarized in the table below. All teachers that completed the evaluation felt strongly that the program effectively educated their students about actions that they could take to prevent water pollution, and 90% felt that the program was effective in educating students the cause and effect of storm water pollution. Furthermore, the majority of the participating schools wanted to participate in the program or a similar program for the next academic year.

Highlighted Comments:

- The Instructors were well informed. They related well to the students and answered all of their questions. They kept students interested and engaged in learning.
- Keep up the good work. We would like you back again next year.
- Yes, now they can go home and discuss what they will buy and use with their parents (in response to the program being effective at empowering their students to be better stewards of their environment).
- I hope we have this opportunity again, it was really outstanding. Many thanks!

- Effective program for educating kids and giving teachers fun, new ways to present content. I'm going to tell the other teachers about it at the staff meeting tomorrow.

Table 5-9 Creek Champions Teacher Evaluation

Question	Strongly Agree 7-6	Agree 5-3	Disagree 2-1
Speakers were well prepared	100%	0%	0%
Program effectively educated my students about the difference between storm water & sanitary sewer systems	70%	30%	0%
Program effectively educated my students about the cause & effect of stormwater pollution	90%	10%	0%
Program effectively educated my students about actions they could take to prevent water pollution	100%	0%	0%
Activities were age appropriate	100%	0%	0%
Activities were Standards-based	90%	10%	0%
Activities were hands-on & engaging	90%	10%	0%

Science Fair

On February 1, 2010 the Countywide Program was a judge in the San Mateo County Science Fair, held in San Carlos. Jim Shannon, P/IP Chair judged with Rich Del Ben of the Municipal Maintenance Subcommittee. They reviewed more than 40 exhibits / projects in the combined category of "Science and the Environment" that focused on: water quality, composting & bio-fuel use, Go Green/Energy Smart; and use of grass vs. turf vs. plants for water conservation.

Rich selected Derek Ackerman, an eighth grader from Seacrest School, whose project was titled "Are You Polluting Our Creeks?" For his project the student conducted water quality testing for dissolved oxygen (DO), nitrates, temperature, turbidity, phosphates and fecal coliform, to analyze the effects on fish spawning in three San Mateo County creeks on the coastside near Half Moon Bay: Purisima Creek, Tunitas Creek, and Gazo Creek. His study concluded that water quality is poor and having a negative impact on fish spawning. The Countywide Program awarded Derek with a certificate and an online gift certificate through Shop PBS with access to educational DVDs, and books.

IMPLEMENTATION OF MRP'S PROVISIONS - PROVISION C.9

C.9.h.ii PUBLIC OUTREACH: POINT OF PURCHASE

IPM Store Partnership Program

This fiscal year's *Our Water Our World* (OWOW) partnership continued with participation from 19 San Mateo County stores. This is a reduction in one store from last year- Sloat's Garden Center in San Bruno went out of business. San Mateo County Environmental Health staff visited each store twice during this year, once in the fall and again in the spring. During each visit, communication with the store managers and employees was maintained, store displays were updated, and fact sheets restocked. Staff also noted any new less toxic products to report to BASMAA for investigation and inclusion on the master products list.

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

Table 5-10 San Mateo County "Our Water, Our World" Partnership Stores

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

Employee Trainings at Stores

Contracted with Debi Todd to complete 60-90 minute employee training presentations that included an overview of the "Our Water, Our World" program, materials, IPM techniques that employees can share with customers, and a product overview of the less toxic pest control products that the store carries and how to use them. Two store trainings were held in the springtime with additional store trainings to be offered in the next fiscal year.

Completed Store Trainings:

- April 20, 2010 Wegman's Nursery, Redwood City – 16 employees in attendance
- May 21, 2010 Roger Reynolds, Menlo Park – 7 employees in attendance

In addition to the in-store trainings, at the spring site visits managers were given handouts and postcards to share with employees about the free online training offered on the UCIPM website for retail employees. The two trainings are "Introduction to Pesticides" and "Moving Beyond Pesticides." Employees get a certificate after completion: http://www.ipm.ucdavis.edu/training/.

Outreach Events

- Staffed a booth at NorCal Spring Trade Show, February 4, 2010 at the San Mateo Event Center: this is a horticultural trade show with professional landscapers and retail nursery owners and staff in attendance.
- The Green Gardener Training program received Spanish and English IPM fact sheets to assist in teaching the IPM portion of these classes for mostly Spanish-speaking landscapers.
- Partnered with County RecycleWorks to use and distribute factsheets and Bay Friendly Gardening guides in their popular Master Composting trainings and series classes: http://www.recycleworks.org/compost/workshop.html. Additional materials were given out at events that RecycleWorks staffed throughout the year.
- Materials and information were also given out at the other outreach tabling events hosted throughout the year.

Presentations

San Mateo/San Francisco University of California Cooperative Extension completed its fourth Master Gardener Training Program in November 2009. County staff conducted a two-hour training class on "Reducing Pollutants in Our Watersheds" on September 23, 2009 to the Master Gardeners Class.

New Materials for Distribution

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

- 1,000 Bay Friendly Garden Guides
- 5,800 Our Water, Our World Fact Sheets
- 1,000 Beneficial Bug Brochures
- 1,000 Pest or Pal? Activity Books
- 200 Business Cards

Our Water, Our World Regional Report

The Countywide Program participated in the regional effort for the "Our Water, Our World" program. These efforts are reported by BASMAA in the "MRP Regional Supplement for Training and Outreach Annual Reporting for FY 2009-2010." Below is a summary of activities and accomplishments on a region-wide level:

- Coordinated program implementation with major chains Home Depot, Orchard Supply Hardware, and Ace Hardware National. OSH reported "natural insecticides" sales up 8.5% compared to previous year. Home Depot increased their less toxic offerings 17.2%.
- Coordinated master print run of the following: fact sheets, shelf talkers, literature rack signage, banner, beneficial bug brochure, business card, magnet, Pest or Pal activity guide for kids, pocket guide, and Pests Bugging You? booklet.
- Updated less-toxic Product Lists: Master – by brand name version; by pest version, and OSH and Home Depot-specific lists/labels.
- Maintained Our Water, Our World website.
- Provided Ask-the-Expert service.
- Provided and staffed exhibitor booths
- Excel Gardens Dealer Show (August 2009)
- Ace Hardware National Show (October 2009)
- L&L Dealer Show (October 2009)
- NorCal trade show (February 2010)
- Provided on-call assistance (e.g., display set-up, training, IPM materials review) to specific stores (e.g., OSH, Walgreens).
- Provided print advertising and article – Green Zebra guide.
- Provided print advertising – Bay Nature magazine; Bringing Back the Natives Garden Tour's garden guide; OSH weekly fliers, including 10 year anniversary ad
- Provided assistance to supplier Excel Garden Products to identify all their less toxic products and to include mention of Our Water, Our World in their catalog. That catalog is now available online so all their customers and representatives can continue to access the current and new less toxic products.
- Mentioned in articles by others: Sunset magazine; San Francisco Chronicle; and Edible East Bay
- Made presentations
- Excel Gardens Dealer Show (August 2009)
- Urban Pesticide Committee (September 2009)

C.9.h.vi PUBLIC OUTREACH: PEST CONTROL OPERATORS

Peninsula Green Gardener Pilot-Program Training

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

Three pilot classes were held; two in Spanish and one in English with students completing 10 sessions of two hours each on Soils, Integrated Pest Management, Right Plant Right Place, Fertilizers and Grass Cycling, Irrigation, Pruning, Mulch and Compost, Air Quality, and Green Gardening. Eighty-four students graduated from the program in May 2010. The City Council of Redwood City held a graduation ceremony for the graduates and their families, and Certificates of Completion were distributed. A list of certified Green Gardeners is posted on the City of Redwood City website and Countywide Program website.

The plan is to continue the Green Gardener Training Program; offering both an intermediate class in Redwood City and introductory class in another partnering city or town in the County next fiscal year.

FUTURE ACTIONS

The following PIP activities are planned or being considered for FY 2010/11:

- Hold PIP Subcommittee meetings every other month
- Support and participate in the development of the Regional Ad Campaign and regional media relations pitches
- Conduct two local media relations pitches
- Maintain the www.flowstobay.org website
- Staff local public outreach events, including one Countywide event
- Develop and implement an outreach campaign that partners with commercial car wash businesses to promote use by residents
- Update the Environmental Resource Guide
- Coordinate the Coastal Cleanup Day event in San Mateo County
- Continue the Community Action Grant Program
- Offer school assemblies to K-5th graders

- Develop and implement a High School Outreach Program
- Continue the IPM Our Water Our World partnership campaign
- Sponsor a second year of the Green Gardener Training Program

6 WATERSHED ASSESSMENT AND MONITORING

INTRODUCTION

During FY 2009/10, the Countywide Program's Watershed Assessment and Monitoring (WAM) component focused on assisting the Countywide Program's co-permittees achieve compliance with permit provisions related to water quality monitoring (Provision C.8) and water quality pollutants of concern (Provisions C.11, C.12, C.13.c. and e., and C.14). The WAM component conducted much of its work through participation in BASMAA's regional efforts. This was facilitated by Countywide Program staff's proactive participation in the monthly meetings and other activities of the BASMAA Monitoring and Pollutants of Concern Committee (BASMAA MPC). The BASMAA MPC focused much of its efforts on developing regional project work plans, including scopes of work, schedules, and budgets, and implementing the regional projects.

The BASMAA MPC developed a *MRP Regional Supplement for Pollutants of Concern and Monitoring* (Regional Supplement) for submittal with this annual report that describes the status and results of the various BASMAA regional projects that the committee developed and implemented during FY 2009/10. Countywide Program staff authored some sections of the Regional Supplement and reviewed and edited the entire document. The activities documented in the Regional Supplement describe how the Countywide Program's co-permittees and other Bay Area MRP permittees have complied with MRP reporting requirements related to regional monitoring and pollutants of concern projects.

The following sections briefly describe the WAM component's activities during FY 2009/10.

IMPLEMENTATION OF MRP'S PROVISIONS

During FY 2009/10, the WAM component focused on addressing MRP permit provisions related to water quality monitoring (Provision C.8) and water quality pollutants of concern

(Provisions C.11, C.12, C.13.c and e, and C.14).

Provision C.8

MRP Provision C.8 requires a number of activities related to monitoring water quality in stormwater runoff receiving waters. All activities related to compliance with Provision C.8 are being coordinated through a monitoring collaborative among the Countywide Program and other Bay Area stormwater programs referred to as the BASMAA Regional Monitoring Coalition (BASMAA RMC). During FY 2009/10, the BASMAA RMC continued to develop regional approaches for achieving compliance with the monitoring provisions of the MRP. The Countywide Program supported the coalition via its continued participation in the BASMAA RMC work group of the BASMAA MPC.

Field monitoring required by Provision C.8 will commence during the FY 2011/12 wet weather season. Various regional projects to prepare for the fieldwork were conducted during FY 2009/10, including development of a multi-year BASMAA RMC preliminary work plan. The BASMAA RMC is also developing data management systems, Sampling and Analysis Plans (SAPs), Quality Assurance Project Plans (QAPPs) and Standard Operating Procedures (SOPs). The Regional Supplement contains further details about these projects and their status.

Provisions C.11 and C.12

Provisions C.11 and C.12 implement stormwater runoff-related actions required by the mercury and PCBs Total Maximum Daily Load (TMDL) water quality restoration programs. During FY 2009/10, Countywide Program staff participated in a number of BASMAA regional projects that address mercury and PCBs in stormwater runoff, including the EPA grant-funded project entitled Clean Watersheds for a Clean Bay and the federal stimulus (American Recovery and Reinvestment Act) funded PCBs in Caulk Project. The Regional Supplement contains further details about these projects and their status.

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

Provision C.13.c and e

MRP Provision C.13.c requires that Permittees participate in the Brake Pad Partnership process to develop California legislation phasing out copper from certain automobile brake pads sold in California. MRP Provision C.13.e requires that Permittees conduct or cause to be

conducted technical studies to investigate possible copper sediment toxicity and technical studies to investigate sub-lethal effects on salmonids. During FY 2009/10, Countywide Program staff participated in BASMAA regional projects that addressed these provisions. The Regional Supplement contains further details about these projects and their status.

Provision C.14

Provision C.14 requires San Mateo County and other Bay Area MRP permittees to work collaboratively to identify, assess, and manage controllable sources of polybrominated diphenyl ethers (PBDEs), legacy pesticides, and selenium found in stormwater runoff. During FY 2009/10, Countywide Program staff participated in a BASMAA regional project that addresses this provision. The Regional Supplement contains further details about this project and its status.

OTHER FY 2009/10 ACTIVITIES

The activities described above focused on compliance with MRP provisions related to monitoring and pollutants of concern. Other WAM component activities during FY 2009/10 included:

- Before the MRP's adoption in October 2009, Countywide Program staff continued assisting the Countywide Program and BASMAA to negotiate and clarify permit language related to monitoring and pollutants of concern and prepare for implementing the associated MRP provisions. This included attending numerous meetings with Regional Water Board and/or BASMAA staff, assisting the Countywide Program to prepare written comments on the proposed permit language, and preparing preliminary scopes of work, cost estimates and schedules for implementing those provisions.
- Countywide Program staff reviewed Regional Water Board staff's proposed changes to the San Francisco Bay Basin Water Quality Control Plan (Basin Plan) related to San Mateo County water bodies and their beneficial uses and prepared written comments with recommended revisions.
- Countywide Program staff prepared the WAM component section of the Countywide Program's FY 2008/09 annual report.

FUTURE ACTIONS

During FY 2010/11, the WAM component will continue to focus on assisting Countywide Program Permittees to comply with MRP Provisions C.8, C.11, C.12, C.13.c. and e., and C.14. This will include working with the BASMAA RMC to continue refining its multi-year work plan and participating in BASMAA regional projects related to water quality monitoring (e.g., further development of data management systems, SAPs, QAPPs and SOPs) in preparation for the field monitoring activities that will commence during the FY 2011/12 wet weather

season. The WAM component will also continue to facilitate the Countywide Program's participation in BASMAA regional projects that focus on pollutants of concern, including Clean Watersheds for a Clean Bay, PCBs in Caulk, and a number of other projects described in the Regional Supplement.

APPENDIX A: TABLE OF CONTENTS

San Mateo Countywide Water Pollution Prevention Program
Municipal Maintenance Subcommittee Attendance List
FY 2009/10

MUNICIPALITY	REPRESENTATIVE	PHONE EMAIL	26-Aug	28-Oct	27-Jan	24-Mar
Atherton	Steve Tyler	650/576-1655		X	X	X
	Javier Andrade			X		X
	Bill Butler	650/743-3028		X		X
	Jake Fonseca			X		
	Eddie Lopez Jr.	650/743-3032		X		X
	Troy Henderson			X	X	X
Belmont	Randy Ferrando	650/595-7464	X	X	X	X
	Tim Murray		X	X	X	X
Brisbane	Walt Peters	415/508-2135	X		X	X
	Matt Fabry	see below				
Burlingame	John Baack	558-7674				
	Vince Falzon		X	X	X	
	Doug Bacchi		X			
	Kiley Kinnon					X
Colma	Vicente Gonzalez	650/333-0550	X			X
	Louis Gotelli	650/757-8888		X		X
	Ryan Rodriguez		X			
Daly City	Mike Peterson	650/991-8097			X	X
	John Peterson	650/991-8097	X	X	X	
	Javier Barajas	650/991-8097	X	X	X	
	Dan Godwin					
	Joe Stabile					
East Palo Alto	Ray Lopez	650/280-1945				
	Emmanuel Funches	650/280-0741				
	Mae Pugh					
Foster City	Jorge Banuelos					
	Mike Mattias	650/286-7502				
	Mike McElligott	286-3546				
	Jon Schmeeckle					
	John Schulze	286-8140				

MUNICIPALITY	REPRESENTATIVE	PHONE EMAIL	26-Aug	28-Oct	27-Jan	24-Mar
Half Moon Bay	650/726-4283 or -8264					
Hillsborough	Gary Francis	650/375-7444		X	X	X
	Frank Henwood	650/375-7444				
	Clay Dahl					
	John Paulino	650/375-7444				
Menlo Park	Julie Robinson					
	Joe Pimentel	330-6780 or -6317		X		X
	Nelson Gutierrez	330-6780				
	Larry D. Gorman					
	Irv Meachum		X			
	Jennifer Ng					
	Virginia Parks					
	Dulani Spencer					
Millbrae	Craig Centis	650/259-2374	X			X
	Russell Clark		X	X		
	Ray Mendez	650/259-2374				
	John Roias					X
	Anthony Riddell					
Pacifica	Dustin Cohn					X
	Eric Steele	650/738-3775	X		X	X
Portola Valley	Josh Maierle	650/851-1700 x21				
Redwood City	Rich Del Ben	650/780-7464	X			X
	Eddie Lopez	650/740-7473				
	Victor Casteneda	650/780-7473				X
	Sione Tu'uhoko	650/780-7473				
	Albert Munavia	650/780-7473	X			
	Ruperto Sandoval	650/780-7473				
	Latu Taufalele	650/780-7473	X			X
San Bruno	Gino Quinn	616-7160				X
	Cliff Vanuver	616-7160				
	Jim Evangelist					
	Mike Lysak	616-7160				

MUNICIPALITY	REPRESENTATIVE	PHONE EMAIL	26-Aug	28-Oct	27-Jan	24-Mar
San Carlos	Chris Zanoni	650/802-4140	X			X
	Ray Chan					
	Paul Baker	650/802-4143	X			X
San Mateo	Ray Fitch	650/522-7354				
	Bob Correa					
	Vern Bessey					
San Mateo Co.	Steve Fischer		X			X
	Katie Beltrano					
	Brian Gatt	650/573-2591				
	Mary Bell Austin					X
	Dewayne Johnson					
	Sarah Pratt					
South San Francisco	Mike Aquilina	650/877-8553				
	James Hardie		X			X
	Michael Charan	650/877-8552				
	Jim Bombaci	650/877-8552				
	Keith Potter					
SMCWPPP	Matt Fabry	415/508-2134			X	X
Woodside	Gratien Etchebehere		X	X	X	X
	Richard Chiu	650/851-6790				
EOA	Fred Jarvis	510/832-2852 x11	X	X	X	X
San Mateo County Mosquito Abatement District	James Counts	650/344-8592	X			
	Chindi Peavey	650/344-8592 x32	X			
Water Board	Sue Ma					
	Dale Bowyer					
Caltrans	Sherman Pulcher					
	Gary Mears					
Oakland	Markley Bavinger	510/238-6266				
Sunnyvale	Kristy McCumby Hyland	408 730-7274				
Total No. Attending			24	17	14	30

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SAN MATEO COUNTYWIDE
Water Pollution Prevention Program
Clean Water. Healthy Community.

TEMPLATE

Instructions for modifying and completing the template are shown as italicized text below

SITE SPECIFIC STORMWATER POLLUTION PREVENTION PLAN
FOR CORPORATION YARD/MAINTENANCE FACILITY
CITY OF _____
[*Add your municipality's name*]

Date Originally Prepared:_____[*Add date that the SWPPP was originally prepared*]

Date Last Updated:_____ [*Add date of last update, if any, to SWPPP if there has been no update write "none"*]

1.0 Introduction

This site specific stormwater pollution prevention plan (SWPPP) serves as the city of _____'s [*insert the name of your municipality and modify language if the SWPPP covers more than one corporation yard/maintenance facility*] SWPPP for its corporation yard. This SWPPP is based on experience that the city has gained since the San Mateo Countywide Water Pollution Prevention Program (Countywide Program) prepared its "Model Stormwater Pollution Prevention Plan for Corporation Yards" (Model Plan) in 1995. The Model Plan provided a general framework for assisting municipalities to identify any stormwater pollutant generation problems at their corporation yards and to plan for needed improvements. The 1995 Model Plan encouraged each municipality to describe existing and planned best management practices (BMPs) for common corporation yard activities. The Model Plan was developed to improve corporation yard practices based on the following deficiencies commonly found at that time:

1. A number of wash racks at corporation yards were connected to the storm drain system instead of receiving pre-treatment and being discharged to the sanitary sewer[1];
2. There was an inadequate use of BMPs for the outdoor storage of materials and wastes, including lack of containment of waste materials collected from sweeping streets and cleaning storm drain systems; and
3. There was a lack of spill kits at fueling areas.

The San Francisco Bay Regional Water Quality Control Board adopted a municipal regional stormwater permit (MRP) on October 14, 2009, and the MRP became effective on December 1, 2009. One of the requirements of the MRP is for municipalities to implement the Corporation Yard BMP Implementation section of the permit (Provision C.2.f). These requirements are summarized as follows:

> "prepare, implement, and maintain a site specific Stormwater Pollution Prevention Plan (SWPPP) for corporation yards, including municipal vehicle maintenance, heavy equipment and maintenance vehicle parking areas, and material storage facilities to comply with water quality standards. Each SWPPP shall incorporate all applicable

[1] The San Mateo Countywide Stormwater Pollution Prevention Program's Fiscal Year 1994/95 Annual Report stated that eight of the nineteen municipalities inspected had wash racks connected to the storm drain system

BMPs that are described in the California Stormwater Quality Association's Handbook for Municipal Operations and the Caltrans Storm Water Quality Handbook Maintenance Staff Guide, May 2003, and its addenda, as appropriate."

The site specific SWPPP is required to be completed by July 1, 2010. In addition, municipalities are required to:

"(1) Implement BMPs to minimize pollutant discharges in stormwater and prohibit non-stormwater discharges, such as wash waters and street sweeper, vactor, and other related equipment cleaning wash water. Pollution control actions shall include, but not be limited to, good housekeeping practices, material and waste storage control, and vehicle leak and spill control.

(2) Routinely inspect corporation yards to ensure that no non-stormwater discharges are entering the storm drain system and, during storms, pollutant discharges are prevented to the maximum extent practicable. At a minimum, an inspection shall occur before the start of the rainy season."

2.0 Related Pollution Prevention Plans

In addition to this SWPPP, there are two *[modify number as appropriate for your municipality*] other existing plans that describe pollution prevention activities at the corporation yard facility. A Spill Prevention Control and Countermeasure (SPCC) Plan was prepared in accordance with requirements set forth in Title 40 of the Federal Code of Regulations. The SPCC Plan contains operating guidelines for spill prevention and control of petroleum hydrocarbons stored at the facility. In addition, spill response procedures and an inventory of the hazardous materials stored at this facility are described in the facility's Hazardous Materials Business Plan (AB 2185 Business Plan).

This site specific SWPPP was developed by considering the SPCC plan; the facility's Hazardous Materials Business Plan; the Countywide Program's Template Site Specific SWPPP Plan; specific activities conducted at the corporation yard; the Countywide Program's existing BMPs[2]; and the new MRP's requirements including all applicable and appropriate BMPs described in the California Stormwater Quality Association's Handbook for Municipal Operations (2003) and Caltrans' Storm Water Quality Handbook Maintenance Staff Guide (2003).

3.0 Facility Description

The corporation yard is located at _____ [*insert the address of the corporation yard covered by this SWPPP*] and comprises approximately _____acres [*add information*]. The following activities are conducted at the corporation yard:

1. Vehicle and equipment washing;
2. Vehicle and equipment maintenance and repair;
3. Fuel dispensing;
4. Municipal vehicle, heavy equipment, and employee parking;
5. Waste and recycling storage; and
6. Outdoors materials storage.

[2] The Countywide Program's "Tips for a Cleaner Bay How Your Business Can Prevent Stormwater Pollution" and the "Vehicle Service Facility BMPs" are particularly relevant.

[Modify the above list based on the specific types of activities that occur at your corporation yard.]

The city *[or change to county, if appropriate]* uses appropriate BMPs to minimize the potential contribution of pollutants to stormwater and to prevent the possibility of creating a nonstormwater discharge disallowed by the MRP.

The facility site map (Figure 1) depicts the corporation yard and provides the following information:

- Boundaries of the corporation yard;
- Footprint of all buildings, structures, and paved areas including parking lots.
- Location of activities that could potentially contribute pollutants to stormwater or cause a nonstormwater discharge;
- Stormwater collection and conveyance system including the direction of stormwater drainage to storm drain inlets at the facility;
- On-site surface water bodies, if any;
- Portions, if any, of the corporation yard impacted by run-on from surrounding areas;
- Locations of any BMPs that prevent stormwater pollution, treat stormwater runoff, or recycle washwaters for discharge to the sanitary sewer.

[*Insert a figure showing the corporation yard with the appropriate information or modify the list of items included on the figure to cover what is reasonably available or delete above text that refers to having a facility site map*]

4.0 Corporation Yard Pollution Prevention Team

The stormwater pollution prevention team responsible for assisting the corporation yard's management to implement, maintain, provide training, and update this site-specific SWPPP and conduct corporation yard inspections consists of the following individual(s):

_____
Corporation Yard Manager

_____
Vehicle Maintenance Facility Manager

_____
Corporation Yard SWPPP Lead

_____
Corporation Yard BMP Inspector

_____
Corporation Yard BMP Trainer

[*list name, job title, and role for each person who has an essential role in assuring the implementation of the SWPPP. Roles other than those listed may be used, so modify list of roles as appropriate]*

5.0 Corporation Yard BMPs

The following sections describe general BMPs and activity specific BMPs that are used at the corporation yard to minimize the discharge of pollutants in stormwater to the maximum extent practicable and to effectively prohibit non-stormwater discharges that are disallowed by the MRP.

5.1 General Good Housekeeping BMPs

Good housekeeping, such as maintaining a clean and orderly facility, is practiced at the corporation yard in order to minimize the risk of contributing litter and other pollutants to stormwater. In addition, pollution prevention practices are used at the corporation yard to prevent pollutants from coming in contact with stormwater runoff. Examples of good housekeeping and pollution prevention practices employed include the following BMPs:

- A clean and orderly corporation yard is maintained.
- Materials that have the potential to discharge pollutants to stormwater are covered prior to predicted rains and during rainfall events if these materials cannot be stored permanently under a roofed or covered area.
- Container lids are closed when not in use.
- Storm drain inlet labels are maintained.
- A sufficient number of covered litter receptacles are provided at the corporation yard and they are cleaned out frequently enough to prevent overflow and spillage.
- Materials and wastes that may be spilled or mobilized by stormwater are stored as far away from storm drain inlets as practical.
- Vehicles and equipment are maintained to minimize drips and leakage.
- Drip pans or absorbent pads are used under leaking vehicles and equipment to capture fluids.
- Spill clean up occurs promptly.
- Spill containment kits are stored in locations that have the potential for spills.
- Washwaters and other non-stormwater discharges disallowed by the MRP are prevented from being discharged to the storm drain system.
- Maintenance staff who work at the corporation yard have been trained on the use of these general good housekeeping BMPs.
- The corporation yard is inspected weekly to make sure BMPs are being appropriately used.
  [*modify this list of BMPs as appropriate to your corporation yard.*]

5.2 Activity Specific BMPs

The following BMPs or their equivalent are implemented at the city's corporation yard in order to comply with the MRP's requirements. [*Delete any of the following activities and associated lists of BMPs if they are not applicable to your corporation yard.*]

Vehicle and Equipment Washing

The following vehicle and equipment washing BMPs are used at the corporation yard.

1. Vehicle and equipment washing activities are located under a roof or in a building equipped with a municipal sewer connection or closed loop system.
2. There is an outdoor equipment washing area that has the following characteristics: The area is paved and surrounded by berms or graded to prevent washwaters from flowing off and stormwater from adjoining areas from flowing onto the wash area. The wash area is sloped for washwater collection. Washwaters drain to a dead-end sump or to an oil-water separator and the sanitary sewer.
3. The wash area is adequately sized to minimize drag-out from washed vehicle so that there is no flow to storm drain inlets and to allow the washing of large vehicles entirely within the wash area containment system.
4. All vehicle washing systems are maintained and cleaned out on a regular schedule.
5. A trash container is provided in or nearby the wash area.
6. Staff responsible for washing vehicles and equipment have been trained on proper cleaning and wash water disposal procedures and refresher training occurs on a regular basis.

[*Modify as needed to tailor to your corporation yard. For example, describe how vehicles and/or equipment are cleaned in a way that prevents washwaters from draining to the storm drain system. One possible option is that vehicles and/or equipment are only washed or steam cleaned offsite at a location that flows to the sanitary sewer*.]

Vehicle and Equipment Maintenance and Repair

The BMPs listed in this section are used to prevent or reduce the discharge of pollutants to stormwater from vehicle and equipment maintenance and repair activities.

1. Vehicle and equipment maintenance and repair activities are conducted indoors whenever feasible.
2. Maintenance activity areas are kept clean, well organized, and equipped with clean up supplies.
3. Vehicles and equipment are maintained to minimize drips and leakage.
4. Used fluids are promptly transferred to the proper waste or recycling drums/containers. Drain and drip pans or open containers are not left lying around.
5. Dry clean up methods, such as sweeping, vacuuming, and/or a damp mop, are used. Vehicle equipment and maintenance and repair areas are never hosed down unless all of the washwater is collected and disposed to the sanitary sewer.
6. The vehicle and equipment maintenance and repair area is swept at least weekly.
7. Drip pans are used under leaky vehicles and equipment, and absorbent pads and materials are used as appropriate.
8. Used absorbent material from cleaning small spills is promptly and properly removed.
9. All fluids from wrecked vehicles are drained immediately using a drain or drip pan that is adequately sized.
10. Outdoor vehicle and equipment maintenance are not performed during rain events unless required by emergency conditions.
11. If temporary work must be conducted outdoors, a tarp, ground cloth, or drip pan is placed under the vehicle or equipment to capture spills and drips.
12. Staff responsible for vehicle and equipment maintenance and repair has been trained on the use of these BMPs and refresher training occurs on a regular basis.

[*Modify as needed to tailor to your corporation yard*.]

Fuel Dispensing

Vehicle and equipment fueling procedures and BMPs are used to minimize or eliminate the discharge of spilled or leaked fuel to stormwater.

1. The fueling area is covered with a roof or canopy so that rainwater cannot come into contact with the fueling area.
2. The fueling area is paved with Portland cement concrete (or an equivalent smooth, impervious surface) with a 2 to 4% slope to prevent ponding, and it is separated from the rest of the site by a grade break that prevents run-on of stormwater to the extent practicable.
3. Signs are posted to remind employees not to top of the fuel tank.
4. The fuel dispensing area is kept clean using dry cleanup methods, such as sweeping or vacuuming to remove litter and debris and rags or absorbents to spot clean leaks and drips.
5. Spill containment kits are kept readily accessible in the fueling area.
6. A current spill response plan is maintained for fueling operations.
7. The fueling area is inspected daily during use and any deficiencies found are corrected.
8. Staff responsible for fueling has been trained on the use of these BMPs and the SPCC Plan. Refresher training occurs on a regular basis.

[*Modify as needed to tailor for your corporation yard*.]

Municipal Vehicle, Heavy Equipment, and Employee Parking

The following BMPs for municipal and employee parking areas are used to control potential stormwater pollutants, such as litter and oil from leaking vehicles.

1. Parking lots are kept clean and orderly. Litter and debris are removed in a timely fashion.
2. Trash receptacles are provided in the parking lot to discourage littering.
3. Parking lots are swept weekly to prevent the accumulation of litter and debris.
4. When surface cleaning is needed, BASMAA's[3] "Pollution from Surface Cleaning" BMPs are used.
5. Paving and other equipment that have the potential to drip have drip pans or absorbent materials placed under the equipment to contain any leaks or spills.
6. Heavy equipment is inspected for leaks during each work day and repairs are made as soon as possible.
7. Drip pans or absorbent material are used under leaking vehicles and equipment to capture fluids until repairs can be made.
8. Parking lots are inspected at least weekly to assure compliance with these BMPs.
9. Staff who park municipal vehicles, heavy equipment, and private vehicles at the corporation yard have been trained on the use of these BMPs.

[*Modify as needed to tailor for your corporation yard*.]

Waste and Recycling Storage

The following waste handling and storage BMPs are used to prevent wastes and recyclables from contributing pollutants to stormwater or causing a non-stormwater discharge disallowed by the MRP.

[3] Bay Area Stormwater Management Agencies Association.
http://www.basmaa.org/Portals/0/documents/pdf/Pollution%20from%20Surface%20Cleaning.pdf

1. Waste collection and recycling areas are kept clean.
2. Dumpster and waste recycling areas are inspected, swept, and picked up daily during work days.
3. Rubbish and recyclables that have been collected from streets and storm drains are stored under a roof or cover, if possible. Dumpsters and recycling containers are not overfilled, and lids are kept closed when not in use.
4. Street sweeping wastes and materials removed during storm drain cleaning are stored on a concrete or asphalt pad in a contained area as far away from storm drain inlets as practical. Water, including decanted water from vactor trucks, drains to the sanitary sewer or is allowed to evaporate so that it does not flow to storm drain inlets.
5. Hazardous wastes are stored in compliance with hazardous waste regulations including the use of appropriate containers constructed of compatible materials with the lids securely closed when not in use.
6. An ample supply of appropriate spill cleanup materials is located near waste storage areas.
7. In the event of a spill, dry clean up methods are used.
8. Staff responsible for waste storage has been trained on the use of these BMPs, and refresher training occurs on a regular basis.

[*Modify as needed to tailor for your corporation yard*.]

Outdoor Material Storage

The BMPs listed below are used to control pollutants from the outdoor storage of raw material at the corporation yard:

1. To the extent feasible raw materials are stored inside.
2. To the extent feasible materials that must be stored outside are stored in a roofed area that is bermed to prevent contact with stormwater.
3. Stockpiles of raw materials that cannot be stored under a roof are kept covered when the material is not being used. Temporary waterproof covering may be made of polyethylene, poly propylene or hypalon.
4. If stockpiles are so large that they cannot feasibly be stored under a roof or covered, erosion control BMPs are used at the perimeter of the stockpile and at any storm drain inlet to prevent erosion of stockpiled material off site.
5. Fluids are stored within secondary containment to prevent accidental release.
6. Caution and control are used when transferring liquids to minimize potential spills.
7. Container lids, caps, and openings are kept closed when not in use.
8. Containers are kept out of pooled or standing water, and storage areas are kept clean.
9. Storage area pavements have sufficient slope to avoid pooling of water in areas where materials, such as compost and wood chips, may leach pollutants into stormwater.
10. Tanks are surrounded by berms that provide secondary containment.
11. Regular inspections of storage areas are conducted to detect leaks and spills.
12. Spill containment kits are kept in outdoor material storage areas.
13. Staff responsible for raw material storage and handling outdoors has been trained on the use of these BMPs including spill clean up procedures, and refresher training occurs on a regular basis.

[*Modify as needed to tailor for your corporation yard*.]

San Mateo Countywide Water Pollution Prevention Program
Parks Maintenance & IPM Work Group Attendance List FY 2009/10

MUNICIPALITY	REPRESENTATIVE	Contact Information Email	Phone	Attendance 25-Aug	27-Oct	Feb Training Workshop[1]	27-Apr
Atherton	Mike Anderson	manderson@ci.atherton.ca.us	650/752-0541		√		√
Belmont	Daniel Ourtiague	dourtiague@belmont.gov	650/595-7441	√			
Brisbane	Don McClymond	dmcclymond@brisbance.ca.us	415/716-0105	√		5	√
Burlingame	Greg Foell	gfoell@burlingame.org				4	
Colma	Phil Scramaglia	phil@csgengr.com				1	
	Louis Gotelli	Louis.Gotelli@colma.ca.gov	650/333-0295				
Daly City	Paul Thompson	pthompson@dalycity.org	650/991-8006		√	6	√
East Palo Alto	Fernando Bravo	Fernando Bravo<FBravo@cityofepa.org>					
Foster City	Bill Gomba	bgomba@fostercity.org	650/286-8140			4	
	Dorte Drastrup	ddrastrup@fostercity.org		√			
Half Moon Bay	Charlie Voos	cvoos@hmbcity.com	650/504-8142				
Hillsborough	Gary Francis	gfrancis@hillsca.org	650/375-7506		√	1	
Menlo Park	David Mooney	damooney@menlopark.org	650/330-6794	√			
Millbrae	Russell Clark		650/259-2481			1	
Pacifica	Ron Fascenda	fascendar@ci.pacifica.ca.us ?	650-738-3760	√	√	4	√
	Tom Lessa						
Portola Valley	Josh Maierle	JMaierle@portolavalley.net	650/851-1700, Ext.21			1	
Redwood City	Valerie Matonis	vmatonis@redwoodcity.org	650/780-7280	√	√	9	√
San Bruno	Steve Freitas	sfreitas@ci.sanbruno.ca.us	650/616-7196			5	√
	Rene Walsh	Rrwalsh@ci.sanbruno.ca.us	650/616-7193				√
San Carlos	Guy Wallace	guywallace@cityofsancarlos.org				3	
	Frank Rivera						
San Mateo	Vern Bessey	vbessey@cityofsanmateo.org	650/522-7342	√	√	5	√
	Bruce Reed	breed@cityofsanmateo.org			√		
	Mike Blondino	mblondino@cityofsanmateo.org		√			
San Mateo Co. Parks	Pamela Noyer	pnoyer@co.sanmateo.ca.us		√		3	
	Jeff Pacini						
Agriculture Weights and Measures	Ronald Pummer	rpummer@co.sanmateo.ca.us	650/363-4700	√			
	Jeremy Eide				√		
	Koren Widdel						
Public Wks							
	Jeff Pacini	JPacini@rcn.com					
South San Francisco	David Venturini	david.venturini@ssf.net	650/829-3834			3	
	Norman Gok						
	Brian Brunelli						
Woodside	Eunejune Kim	EKim@woodsidetown.org	650/851-6790			1	
Regional Bd	Sue Ma	SMa@rb2.swrcb.ca.gov	510/622-2371				
EOA	Fred Jarvis	fejarvis@eoainc.com	510/832-2852 x111	√	√		√
	Vishakha Atre	vatre@eoainc.com	408/720-8811	√			
Program	Matt Fabry	mfabry@ci.brisbane.ca.us	415/508-2134				

Notes:

[1] Number indicates number of attendees from jurisdiction at the workshop.

SAN MATEO COUNTYWIDE
Water Pollution Prevention Program
Clean Water. Healthy Community.

AGENDA
Integrated Pest Management Workshop
SMCWPPP Parks Maintenance and IPM
Mission Blue Center
February 25, 2010
11:00 a.m. – 3:00 p.m.

Lunch *Registration*	11:00 – 11:30
Welcoming Remarks	11:30 – 11:35
Water Conservation: Irrigation Design and AB 1881 Corbin Schneider, *Verde Design, Inc*	11:35 – 12:15
Soil Food Webs Terry Lyngso, *Lyngso Garden Supplies*	12:15 – 12:45
Sustainable Landscapes Sherri D. Osaka, *Sustainable Landscape Designs*	12:45 – 1:30
Break	1:30 – 1:40
Invasive Weed Detection and Control John Beall, *San Mateo County Agricultural Weights and Measures*	1:40 – 2:10
Respirator Regulatory Refresher and Online Pesticide Use Reporting Jeremy Eide, *San Mateo County Agricultural Weights and Measures*	2:10 – 2:55
Closing Remarks	2:55 – 3:00

2010 IPM Workshop February 25 Attendance

Last name	First name	Municipality	Credits
Aizawa	Brian	Redwood City	x
Avtonomoff	Brad	Pacifica	x
Barros	Dan	San Bruno	x
Baston	Linda	Brisbane	x
Beall	**John**	Co. Ag	
Bergstrom	Paul	Loral Landscaping	x
Brass	Kelley	Daly City	x
Bray	Dennis	Daly City	x
Brunelli	Brian	South SF	x
Burgueno	Arturo	San Carlos	x
Bustos	Dave	Daly City	x
Chapman	Rob	San Bruno	x
Chiamos	Peter	Foster City	x
Clark	Aren	Pacifica	x
Crosetti	Ken	Millbrae	x
De la Cruz	Jesse	Daly City	x
Delaney	James	Burlingame	x
Eide	**Jeremy**	Co. Ag	
Elissetche	J.P.	Pacifica	x
Etchebehere	Gratien	Woodside	
Fascenda	Ron	Pacifica	x
Francis	Gary	Hillsborough	x
Friars	Joe	Brisbane	x
Fukudome	Glenn	Redwood City	x
Garcia	Manuel	Redwood City	x
Gok	Norman	South SF	x
Gotelli	Louis	Colma	x
Grunwald	Kingsley	San Mateo	x
Harmison	Robin	Foster City	x
Herbert	Dominique	Redwood City	x
Hollis	Mike	Redwood City	x
Holtz	Richard	Burlingame	x
Hovland	Christina	EOA	
Jarvis	Fred	EOA	
Lidwell	Mark	South SF	x
Lu	Quan	EOA	
Lyngso	**Terry**	Lyngso Garden	
Macias	Tony	Portola Valley	x
Madonich	Jeff	San Bruno	x
Mailau	Paul	Burlingame	x
Martinez	Jose	San Mateo	x
Matonis	Valerie	Redwood City	x
McClymond	Don	Brisbane	x
Mitchell	Cynthia	Redwood City	x

2010 IPM Workshop February 25 Attendance

Morena	Daniel	Redwood City	x
Niehuser	Paul	San Bruno	x
Noyer	Pam	County	x
Ortiz	Andres	San Mateo	x
Osaka	**Sherri**	Sustainable Landscape	
Piombo	Robert	Redwood City	x
Pounder	Tammy	Foster City	x
Reed	Bruce	San Mateo	x
Rivera	Frank	San Carlos	x
Sadiq	Nasmeen	Foster City	x
Schneider	**Corbin**	Verde Design	
Shoblo	Dolan	Brisbane	x
Simmonds	Leland	Brisbane	x
Soulard	Mark	San Mateo	x
Stipp	Randy	Daly City	x
Thompson	Paul	Daly City	x
Thompson	Tim	San Bruno	x
Vaplon	Richard	Burlingame	x
Wallace	Guy	San Carlos	x
Wheeler	Howard	Loral Landscaping	x

SAN MATEO COUNTYWIDE Water Pollution Prevention Program
Clean Water. Healthy Community.

2010 Integrated Pest Management Workshop
February 25, 2010

SUMMARY OF WORKSHOP EVALUATIONS

Total Number of Evaluations: 31 (48% response) **Total Number of Attendees: 64***
**Number includes 56 attendees and 8 speakers and staff.*

What did you think of the following presentations?

Water Conservation: Irrigation Design and AB 1881–
Corbin Schneider

25-Very helpful	6-Somewhat helpful	0-Not helpful	0-No answer

Soil Food Webs –
Theresa Lyngso

24-Very helpful	7-Somewhat helpful	0-Not helpful	0-No answer

Comments:
Excellent!

Sustainable Landscapes–
Sherri Osaka

26-Very helpful	5-Somewhat helpful	0-Not helpful	0-No answer

Invasive Weed Detection and Control-
John Beall

23-Very helpful	7-Somewhat helpful	0-Not helpful	1-No answer

Respirator Regulatory Refresher and Online Pesticide Use Reporting–
Jeremy Eide

20-Very helpful	8-Somewhat helpful	0-Not helpful	3-No answer

Did this workshop meet your expectations?
Yes: 30
No: 0
No Answer: 1

Suggestions for future workshop topics
Weed prevention, mechanical / biological removal
Trapping gophers and other critters
Beneficial insects and their environments
More on irrigation retrofitting for water conservation
Sheet mulching
Bring samples of weeds if possible, soil and organic compost (different kinds of compost), provide information on when/where to use them.
San Francisco State IPM Program (speaker from 2007 workshop)

General Comments
Practical, helpful
COFFEE!
Hang black plastic sheet over door for better screen visibility
Fantastic- as usual. Thank you!
Great location
Good lunch, good site for this event.
I wish more people like you were running our government. Thank you very much.
Napkins with lunch
Lunch was lovely. I like food!
Great location, need trash receptacles for bag lunches, good speakers, thanks.
Coffee and tea please!
All the speakers were very informative!
Excellent
More short breaks
All the workshops were very helpful and easy to understand in a short time.
Very good!

Trash Work Group Meeting Attendance – FY 2009/10

Name	Agency	PHONE	E-Mail	March	April	June
Steve Tyler	City of Atherton		styler@ci.atherton.ca.us	√		
Troy Henderson	City of Atherton		thenderson@ci.atherton.ca.us			
Randy Fernando	City of Belmont		rferrando@belmont.gov			
Tim Murray	City of Belmont	(650) 222-6460	tmurray@belmont.gov	√	√	√
Rosemary Field	City of Belmont		rfield@belmont.gov			√
Leticia Alvarez	City of Belmont		lalvarez@belmont.gov			√
Alberto d'Jovza	City of Belmont					√
Matt Fabry	City of Brisbane	(415) 508-2134	mfabry@ci.brisbane.ca.us	√	√	√
Walt Peters	City of Brisbane	(415) 508-2130	wpeters@ci.brisbane.ca.us	√	√	
Vincent Falzon	City of Burlingame	(650) 558-7679	vfalzon@burlingame.org	√	√	√
Peter Gaines	City of Burlingame	(650) 558-7672	pgaines@burlingame.org	√		
John Baack	City of Burlingame		JBaack@burlingame.org			
Kiley Kinnon	City of Burlingame	(650) 342-3727	kiley.kinnon@veoliawaterna.com	√	√	√
Louis Gotelli	City of Colma	(650) 333-0295	louis.gotelli@colma.ca.gov	√	√	√
Phil Scramaglia	City of Colma		phil@csgengr.com			
Michael Peterson	City of Daly City	(650) 991-5752	mpeterson@dalycity.org	√	√	√
John Peterson	City of Daly City	(650) 991-8097	jpeterson@dalycity.org			
Anthony Docto	City of East Palo Alto		adocto@cityofepa.org			
Jay Farr	City of East Palo		jfarr@cityofepa.org			
Norm Dorais	City of Foster City	(650) 286-3279	ndorais@fostercity.org	√		
Charlie Voos	City of Half Moon Bay		cvoos@hmbcity.com			
Mo Sharma	City of Half Moon Bay		mosharma@hmbcity.com			
Gary Francis	Town of Hillsborough		gfrancis@hillsborough.net		√	
Dave Bishop	Town of Hillsborough		dbishop@hillsborough.net			
Lisa Ekers	City of Menlo Park		laekers@menlopark.org			
Regina Wheeler	City of Menlo Park		rmwheeler@menlopark.org			
Joe Pimentel	City of Menlo Park		jppimentel@menlopark.org		√	
Craig Centis	City of Millbrae	(650) 259-2369	ccentis@ci.millbrae.ca.us	√	√	√
Mike Riddell	City of Millbrae		mriddell@ci.millbrae.ca.us			
Raymund Donguines	City of Pacifica	738-3767	donguinesr@ci.pacifica.ca.us			
Elizabeth Claycomb	City of Pacifica		Claycombe@ci.pacifica.ca.us			
James McNally	City of Pacifica		mcnallyj@ci.pacifica.ca.us			
Eric Steele	City of Pacifica	(650) 738-3775	Steelee@ci.pacifica.ca.us	√	√	√
Dustin Cohn	City of Pacifica		dustincohn@hotmail.com	√	√	√
Howard Young	Town of Portola Valley		hyoung@portolavalley.net			
Leslie Lambert	Town of Portola Valley		llambert@portolavalley.net			√
Ray Bartolo	City of Redwood City		rbartolo@redwoodcity.org			√
	City of Redwood City		@redwoodcity.org			
Gino Quinn	City of San Bruno	(650) 616-7160	gquinn@sanbruno.ca.gov	√	√	
Robert Howard	City of San Bruno	(650) 616-7160	rhoward@sanbruno.ca.gov	√	√	
Paul Baker	City of San Carlos	(650) 802-4140	pbaker@cityofsancarlos.org	√	√	√
Robert Weil	City of San Carlos		RWeil@cityofsancarlos.org			

Name	Agency	PHONE	E-Mail	March	April	June
Vern Bessey	City of San Mateo	(650) 522-7342	vbessey@cityofsanmateo.org	√		
	City of San Mateo	(650) 522-7343	@cityofsanmateo.org			
Rob Lecel	City of So. San Francisco	(650) 829-3882	rob.lecel@ssf.net	√	√	
Cassie Prudhel	City of So. San	(650) 829-3840	cassie.prudhel@ssf.net	√	√	
Shoshana Wolff	City of So. San	(650) 829-3880	shoshana.wolff@ssf.net			√
Gratien Etchebehere	Town of Woodside	(650) 851-6790	getchebehere@woodsidetown.org	√	√	√
Kim Eunejune	Town of Woodside		ekim@woodsidetown.org			
Stephen Fischer	County of San Mateo - DPW	(650) 599-7281	SFischer@co.sanmateo.ca.us	√	√	
Julie Casagrande	County of San Mateo - DPW	(650) 599-1457	jcasagrande@co.sanmateo.ca.us	√	√	√
Diana Shu	County of San Mateo		dshu@co.sanmateo.ca.us			
John Michels	Caltrans	(510) 622-5996	john_michels@dot.ca.gov		√	√
Fred Jarvis	EOA, Inc.	(510) 832-2852	Fejarvis@eoainc.com	√	√	√
No. Attending				23	22	

APPENDIX B: TABLE OF CONTENTS

SAN MATEO COUNTYWIDE
Water Pollution Prevention Program
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SAN MATEO COUNTYWIDE WATER POLLUTION PREVENTION PROGRAM

New Development Subcommittee FY 2009/10 Meeting Attendance

Representing	Name	Phone Number	Meetings Attended					
			Aug	Oct	Dec	Feb	Apr	Jun
Atherton	Michael Wasmann	650/752-0518						
	David Huynh	650/752-0555					✓	✓
Belmont	Gilbert Yau	650/595-7467	✓	✓	✓		✓	✓
	Dalia Corpus	650/595-7468						✓
Brisbane	Matt Fabry (Program Coordinator)	415/508-2134	✓		✓	✓	✓	✓
	John Swiecki	415/508-2120			✓			
Burlingame	Kiley Kinnon	650/342-3727	✓	✓	✓	✓	✓	✓
	Jane Gomery							
Colma	Muneer Ahmed	650/757-8894	✓	✓	✓	✓	✓	✓
Daly City	Jeanne Naughton	650/991-8033	✓		✓	✓	✓	✓
East Palo Alto	Brad Tarr	650/853-3100						
EOA	Laura Prickett	510/832-2852 x 123	✓	✓	✓	✓	✓	✓
	Fred Jarvis	510/832-2852 x 111						
Foster City	Norm Dorais	650/286-3279						
Half Moon Bay	Steve Flint							
	Sean Gallegos (resigned)				✓	✓		
Hillsborough	Jen Chen	650/375-7488					✓	
	Catherine Chan	650/579-3353	✓	✓		✓		
Menlo Park	Shaun Mao	650/330-6753	✓	✓	✓	✓	✓	✓
	Virginia Parks	650/330-6752						
Millbrae	Khee Lim	650/259-2347						
	Florian Ebo	650/259-2446			✓	✓		✓
	Catherine Barber	650/259-2336				✓		
Pacifica	Elizabeth Claycomb	650/738-7361	✓			✓	✓	✓
	Christina Horrisberger	650/738-7444						
Portola Valley	Leslie Lambert	650/851-1700 x12	✓	✓	✓		✓	
	Chey Anne Brown	650/851-1700					✓	
Redwood City	Paul Willis	650/780-7219	✓	✓	✓	✓	✓	✓
San Bruno	Laura Russell	650/616-7038	✓	✓	✓	✓	✓	
San Carlos	Gavin Moynahan	650/802-4267	✓	✓		✓	✓	✓
San Mateo	Martin Quan	650/522-7330	✓	✓				
	Ken Pacini	650/522-7333			✓	✓	✓	✓
County of San Mateo	Camille Leung	650/363-1826	✓	✓	✓	✓	✓	✓
	Melissa Ross	650/599-1559						
South S.F.	Cassie Prudhel	650/829-3840	✓	✓		✓		✓
	Daniel Fulford				✓			
	Rob Lecel	650/829-3882					✓	
Woodside	Gratien Etchebehere	650/851-6790						
Water Board	Sue Ma					✓		

Developments Protecting Water Quality

A Guidebook of Low Impact Development Examples

SAN MATEO COUNTYWIDE
Water Pollution Prevention Program
Clean Water. Healthy Community.

December 2009

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Table of Contents (continued)

Page

Changes to Stormwater Quality Control Requirements

Information for Developers, Builders and Project Applicants

Why Are New Requirements Needed?

Stormwater runoff from urbanized areas remains the largest source of pollution to San Francisco Bay. Local agencies in urbanized portions of the Bay Area are responsible for controlling stormwater pollution by complying with the new Municipal Regional Stormwater Permit, issued by the State Regional Water Quality Control Board (Water Board) in October 2009.

Rain garden collects and filters parking lot runoff in Brisbane.

Overview of Stormwater Requirements

During development review, local agencies require projects to include stormwater controls, including site design measures, source controls, treatment measures, low impact development, hydromodification management, and construction BMPs, as described below. Many of these requirements have existed for years and are unchanged. See the side bar at right for new requirements.

Site Design for Water Quality

Site design measures to reduce water quality impacts include:

- Reduce impervious surfaces.
- Direct runoff from impervious surfaces to vegetated areas.

Source Controls

Source controls prevent potential pollutant sources from contacting rainfall and stormwater. Examples include:

- Roofed trash enclosures.
- Pest-resistant landscaping.
- Sanitary sewer drains for vehicle wash areas (with sewer district approval).

Contact the city where your project is located for its Local Source Control Measures list (see Contact Info on page 2).

Stormwater Treatment

Stormwater treatment measures are engineered systems that remove pollutants before stormwater reaches the storm drain system, and ultimately San Francisco Bay. Examples of stormwater treatment measures include:

- Bioretention areas / rain gardens,
- Flow-through planters,
- Vegetated swales.

Since 2006, projects that create and/or replace 10,000 square feet or more of impervious surface have required hydraulically-sized, post-construction, stormwater treatment measures. Beginning December 1, 2011, new stormwater treatment requirements, described in the sidebar at right, will go into effect.

Summary of New Requirements

The following requirements begin December 1, 2011:

- *Stormwater treatment requirements will have to be met using evapotranspiration, infiltration, and/or rainwater harvesting and reuse. Where this is infeasible, landscape-based treatment measures with underdrains may be used. (More information under "Low Impact Development," below.)*
- *The threshold for requiring stormwater treatment will drop from 10,000 to 5,000 square feet, or more, of impervious surface for the following project categories: uncovered parking areas (stand-alone or part of another use), restaurants, auto service facilities[1], and retail gasoline outlets.*

Low Impact Development

The goal of low impact development (LID) is to reduce stormwater runoff and mimic a site's predevelopment hydrology by minimizing disturbed areas and impervious cover and then infiltrating, storing, detaining, evapotranspiring (evaporating stormwater into the air directly or through plant transpiration), and/or biotreating stormwater runoff close to its source, or onsite.

LID reduces water quality impacts by preserving and re-creating natural landscape features, minimizing imperviousness, and using stormwater as a resource, rather than a waste product.

This may be accomplished by installing rain barrels or cisterns, green roofs, permeable pavement, or stormwater treatment measures designed to infiltrate or detain stormwater runoff, so that 100 percent of the amount of rainwater runoff specified in Provision C.3.d of the Municipal Regional Stormwater Permit soaks into the ground, is stored for use, evaporates, or is taken up by plants. If this is infeasible, landscape-based treatment ("biotreatment," such as bioretention areas or vegetated swales with underdrain systems that flow to the storm drain system) is allowed.

Criteria and procedures to determine feasibility are scheduled to be available in May 2011. The use of vault-based systems will be restricted, and regional criteria will be developed that may allow vault-based systems in limited types of projects.

Hydromodification Management (HM)

When land is covered with buildings and pavement, runoff enters creeks at higher rates and volumes, resulting in channel erosion, flooding and habitat loss. These changes to waterways are known as hydromodification. Hydromodification management (HM) measures are detention and/or infiltration facilities that are constructed with special discharge structures to match pre-project runoff patterns. HM requirements are different from stormwater treatment, LID, and flood control requirements.

If a project creates and/or replaces one acre or more of impervious surface, AND is located in a susceptible area, HM requirements apply. You can view the Countywide Program's HM Control Area Map, and a flyer on HM requirements, on the Countywide Program's New Development webpage (see Contact Information).

A vegetated swale in San Bruno slows and treats runoff from roadway.

Maintaining Treatment and HM Measures

Stormwater treatment measures and HM measures need ongoing maintenance to keep working properly. Applicants must prepare a maintenance plan and sign, with the applicable local agency, a maintenance agreement that runs with the land.

Construction Site Controls

Project sites are required to use construction BMPs, such as:

- Prepare and use sediment and erosion control plans.
- Minimize exposed soil by stabilizing slopes.

Projects disturbing one acre or more must comply with the statewide Construction General Permit. Visit www.swrcb.ca.gov/water_issues/programs/stormwater/construction.shtml for more information.

Will New Requirements Affect My Project?

If your permit application was deemed complete before December 1, 2009, and you "diligently pursue[2]" the project, the new requirements do not apply. If a permit application is deemed complete after December 1, 2009, and final discretionary approval is received before December 1, 2011, the new requirements will not apply. Contact the municipality for project-specific information.

Bioretention area in Daly City collects and filters runoff from adjacent impervious surfaces.

Contact Information:

- San Mateo Countywide Water Pollution Prevention Program: 650/363-4305, **www.flowstobay.org**. (For New Development webpage, click on "Businesses," then "New Development." For a list of local new development contacts, click "local permitting agency.")
- Regional Water Board staff: 510/622-2300.

[1] Auto service facilities are identified using Standard Industrial Classification Codes listed on the Countywide Program's New Development webpage (click on "New Low Impact Development requirements.")

[2] Diligent pursuance may be demonstrated by submitting supplemental plans or other documents needed for project approval.

The Alameda Countywide Clean Water Program is gratefully acknowledged for content in this brochure.

Hydromodification Management Requirements

Information for Developers, Builders and Project Applicants

Updated May 2010

What is Hydromodification?

When undeveloped land is covered with buildings and pavement, it causes more stormwater runoff to flow into creeks at faster rates. This may result in creek channel erosion, as well as flooding, habitat loss, and, in some cases, property damage. These development-induced changes to the natural hydrological processes and runoff characteristics are called hydromodification.

Example of creek bank erosion

In the past, creek bank erosion was addressed by constructing engineered channels. But this created new problems for salmon and other migratory fish, and in some locations resulted in excessive sedimentation in the channels, requiring costly maintenance.

Example of an engineered channel

What is Hydromodification Management (HM)?

New hydromodification management (HM) techniques focus on retaining, detaining or infiltrating runoff so that post-project flows and durations match pre-project conditions. Since 2007, HM has been required in susceptible areas across the Bay Area.

Does My Project Need HM?

HM requirements apply if a project creates and/or replaces one acre or more of impervious surface, is located in a susceptible area (generally areas west of El Camino Real), AND increases impervious surface over pre-project conditions. The San Mateo Countywide Water Pollution Prevention Program (SMCWPPP) has prepared an HM Control Area Map, to identify susceptible areas (see link to the New Development webpage, on back page.) SMCWPPP is a program of the San Mateo City/County Association of Governments that helps municipalities to comply with the Municipal Regional Stormwater Permit, which applies to all municipalities within San Mateo County.

Please note that projects that require HM controls typically also require water quality treatment, described in a stormwater quality requirements flyer (available at SMCWPPP's New Development webpage).

What Are the HM Requirements?

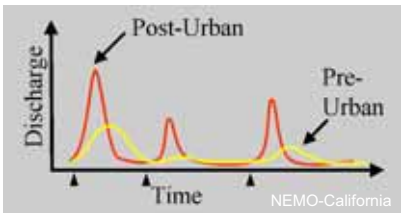
If the HM requirements apply to your project, you will need to incorporate appropriate HM controls in the project design. These controls can be categorized as:

- Hydrologic source controls (site designs) to reduce runoff,
- Flow duration controls to temporarily detain runoff, and
- In-stream measures, where conditions allow.

Hydrologic Source Controls

Hydrologic source controls are design techniques that minimize and/or slow the rate of stormwater runoff from the site. These techniques may also be called site design measures or low impact development (LID). Examples include:

- Reduce impervious surfaces,
- Drain rooftop downspouts to pervious areas,
- Use alternatives to standard surfaces, such as pervious paving or green roofs, and
- Rainwater harvesting and use.



Pre- and post-urban hydrographs show how runoff rates and volumes increase with impervious area.

Flow Duration Controls

Flow duration controls are structures designed to detain excess runoff that remains following the use of hydrologic

source controls. They have specialized outlets to gradually discharge stormwater to waterways at a level below the "critical flow" that would cause creek channel erosion. Flow duration controls are generally project-specific on-site controls. Examples of flow duration controls include:

- Extended detention basins,
- Wet ponds, and
- Underground tanks or vaults.

Flow duration controls are designed so that the post-project stormwater discharge rates and durations match the pre-project rates and durations from 10 percent of the pre-project 2-year peak flow up to the pre-project 10-year flow. Projects that require flow duration controls typically also require water quality treatment controls (see flyer on storm-water quality requirements, referenced under "For More Information"). If feasible, combining flow duration and water quality treatment into one facility will reduce the land area needed for stormwater management.

Ungrouted modular pavers are an example of a hydrologic source control (Source: Portland, OR).

New Requirements for Low-Impact Development

Starting December 1, 2011, stormwater treatment requirements must be met using evapotranspiration, infiltration, and/or rainwater harvesting and reuse, if feasible. More information is provided in a flyer on stormwater quality requirements (see "For More Information"). Integrating these low impact development (LID) designs into the site plan helps reduce changes in the site's hydrology. For projects in which it is feasible to meet stormwater treatment requirements with infiltration, evapotranspiration, and/or rainwater harvesting, it may be possible to design smaller flow duration control facilities.

Detention pond provides stormwater treatment and hydromodification management.

Bay Area Hydrology Model

The design of flow duration controls is based on hydrologic simulation modeling. To help applicants with this, SMCWPPP worked with the Santa Clara Valley Urban Runoff Pollution Prevention Program and the Alameda Countywide Clean Water Program to develop the Bay Area Hydrology Model (BAHM). On-site and regional control measures designed appropriately using the BAHM and local require-ments will meet HM requirements in the Municipal Regional Stormwater Permit. The BAHM and its user's manual can be downloaded at **www.bayareahydrologymodel.org**

In-Stream Measures

In-stream measures, or a combination of in-stream measures and on-site controls, may be allowed where erosive flows exist and there is excessive sediment, deposition, erosion, or a hardened channel. In-stream measures involve modifying the receiving creek channel to reduce the potential for erosion and sedimentation.

Maintaining HM Controls

HM controls and stormwater treatment measures need ongoing maintenance to keep working properly. During project review, applicants must prepare a maintenance plan and enter into an operation and maintenance agreement with the municipality to identify and record the party responsible for long-term maintenance of HM controls and stormwater treatment measures.

For More Information:

- SMCWPPP: 650/363-4305, **www.flowstobay.org**.
  For the New Development page, click on "Business," then "New Development."
  - ⇨ Click on "local permitting agency" for phone numbers of local stormwater programs.
  - ⇨ For the HM Control Area map, scroll to "Hydromodification Management Control Area Map."
  - ⇨ For flyer on stormwater quality requirements, scroll to "Changes to Stormwater Quality Requirements."
- Regional Water Board staff: 510/622-2300.

Notice to Project Applicants

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

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

New Restrictions on Methods of Stormwater Treatment

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

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

Beginning December 1, 2011, projects that create and/or replace 5,000 square feet or more of impervious surface related to auto service facilities[1], retail gasoline outlets, restaurants[2], and/or surface parking will be required to provide low impact development treatment of stormwater runoff. ***This requirement will apply to uncovered parking that is stand-alone, or included as part of any other development project***, and it applies to the top uncovered portion of a parking structure, unless drainage from the uncovered portion is connected to the sanitary sewer (see Provision C.3.b.ii.1 of the MRP). For all other land use categories, 10,000 square feet will remain the regional threshold for requiring low impact development, source control, site design, and stormwater treatment, although municipalities may have the authority to require treatment to the maximum extent practicable for smaller projects.

Will These Requirements Affect My Project?

- If you submitted a development application that was deemed complete before December 1, 2009, and you "diligently pursue[3]" the project, the additional, new requirements will not affect your project.
- If you submit a development application that is deemed complete after December 1, 2009, the additional, new requirements will not apply if the development application has received final discretionary approval before December 1, 2011.
- In all other cases, the additional, new requirements will apply.

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[1] Auto service facilities, described by the following Standard Industrial Classification (SIC) codes:

- 5013: Establishments primarily engaged in wholesale distribution of motor vehicle supplies, accessories, tools, equipment, and parts.
- 5014: Establishments primarily engaged in wholesale distribution of tires and tubes for passenger and commercial vehicles.
- 5541: Gasoline service stations primarily engaged in selling gasoline and lubricating oils.
- 7532: Establishments primarily engaged in the repair of automotive tops, bodies, and interiors, or automotive painting and refinishing.
- 7533: Establishments primarily engaged in the installation, repair, or sale and installation of automotive exhaust systems.
- 7534: Establishments primarily engaged in repairing and retreading automotive tires.
- 7536: Establishments primarily engaged in the installation, repair, or sales and installation of automotive glass
- 7537: Establishments primarily engaged in the installation, repair, or sales and installation of automotive transmissions.
- 7538: Establishments primarily engaged in general automotive repair.
- 7539: Specialized automotive repair such as fuel service (carburetor repair), brake relining, front-end and wheel alignment, and radiator repair.

[2] Restaurants described by SIC code 5812: Retail sale of prepared food and drinks for on-premise or immediate consumption.

[3] Diligent pursuance may be demonstrated by the project applicant's submittal of supplemental information to the original application, plans, or other documents required for any necessary approvals of the project.

New Development Subcommittee MRP Sourcebook

for Implementing Provisions

- C.3 (New and Redevelopment Controls),
- C.6 (Construction Site Controls), and
- C.13.a (Architectural Copper)

of the
Municipal Regional Stormwater Permit (MRP)

Kickoff: April 6, 2010

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New Development Subcommittee MRP Sourcebook

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STAFF ONLY
Date of Building Permit: _____
Permit #: _____

NPDES PERMIT IMPERVIOUS SURFACE DATA COLLECTION WORKSHEET

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

What Projects Apply?

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

What is an Impervious Surface?

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

For More Information

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

Project Name: _____ **APN #**__ __ __ - __ __ - __ __ __

Project Description: _____

Applicant's Name: _____

Project Location: _____
(address)

1. **Project Type** (Check all that apply**):**

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

2. **Project size:**

a. Site size _____ sq. ft.

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

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

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

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

a. Check box if total proposed impervious surface is equal to or greater than:

❑ 10,000 sq. ft.: Stormwater treatment required (sizing requirements in Provision C.3.d of the MRP)

❑ 43,560 sq. ft.: Complete the Hydromodification Management (HM) Applicability Form to determine whether HM is required

b. Check box if combined area of uncovered parking lot, plus any impervious surface for auto-service facility, retail gasoline outlet, and/or restaurant, is equal to or greater than:

❑ 5,000 sq. ft.: If project is approved on or after 12/1/11, stormwater treatment may be required.

4. Type of Pesticide Reduction Measures Used (Check all that apply):

Description	Code
❑ Education	PEDU
❑ Condition of Approval	PCOA
❑ Doesn't Apply	DNA

5. Types of Low Impact Development Measures Used (check all that apply):

Description	Code
❑ Stormwater Treatment Measure	STM
❑ Source Control Measure	SCM
❑ Site Design Measure	SDM
❑ Hydromodification Management	HM

Examples of Low Impact Development Measures[2]:

Stormwater Treatment

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

Source Controls

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

Site Design

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

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

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

This section to be completed by Agency Staff

Reviewed:

Community Development Department

Planning Division: _____

Building Division: _____

Return form to: _____

Data entry performed by: _____

Public Works Department

Engineering: _____

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Hydromodification Management (HM) Applicability Worksheet

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

1. Date of Application:_____ Type of application: ❑ parcel/tentative/vesting/tract map ❑ site development review ❑ building permit

2. Project Location or Address:_____, CA

3. Project Name (if applicable): _____

4. Applicant's Name:_____
   ❑ Owner ❑ Contractor ❑ Engineer/Architect ❑ Builder/Developer

5. Applicant's Phone:_____ 7a. Fax:_____ 7b. Email:_____

6. Parcel/Tract No.: _____ 8a. Lot No.:_____ 8b. APN # _____

7. Total Lot (or Parcel/Tract) Area in Sq.Ft:_____

8. Total amount of **Impervious Surface** Created and/or Replaced (obtain from the completed Impervious Surface Form): _____ sq. ft. *If the amount is less than 1 acre (43,560 sq. ft.), HM requirements do not apply, and this form is not needed.*

9. Is the project located in an area subject to the **hydromodification** management (HM) standard? See **HM Control Areas** map at www.flowstobay.org/bs_new_development.php.

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

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

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

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

Summary of Requirements

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

Glossary of Terms

for the Hydromodification Management (HM) Applicability Worksheet

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

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

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

Municipal Regional Stormwater NPDES Permit - The San Francisco Bay Regional Water Quality Control Board's Order R2-2009-0074 issuing Waste Discharge Requirements and National Pollutant Discharge Elimination System (NPDES) Permit No. CAS612008, for the discharge of stormwater runoff from the municipal separate storm sewer systems (MS4s) of more than 70 municipalities in the San Francisco Bay Area, including the 21 municipalities within San Mateo County. The MRP may be downloaded at www.flowstobay.org/ms_municipalities.php.

SAN MATEO COUNTYWIDE Water Pollution Prevention Program
Clean Water. Healthy Community.

Project Applicant Checklist for NPDES Permit Requirements

I. PROJECT DATA

Project Name_____ **Project Address** _____

APN_____ - _____ - _____

Applicant Name _____ **Applicant Phone** _____

Applicant Address _____

Type of Development

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

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

[1] If ≥ 1 acre (43,560 sq. ft.) disturbed land, see Section III.

[2] If ≥ 10,000 sq. ft. of impervious surface added and/or replaced, see Section IV. If ≥ 1 acre (43,560 sq. ft.), see Sections IV and V.

[3] If impervious surface associated with a Special Land Use Category (including any uncovered parking) ≥ 5,000 sq. ft., refer to Section IV.

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

[2] Restaurants described by SIC code 5812

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

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

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

B. SOURCE CONTROL MEASURES.

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

Continued ⇒

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

- ❑ Vegetated swale[3]
- ❑ Vegetated buffer strip[3]
- ❑ Tree Well Filter[3]
- ❑ Flow-Through Planter Box[3]
- ❑ Bioretention Area/Rain Garden[3]
- ❑ Infiltration Trench
- ❑ Green Roof
- ❑ Extended Detention Basin (dry)[4]
- ❑ Media filter[4]
- ❑ Hydrodynamic separator (For projects that receive final discretionary approval on or after 12/1/11, allowed only if part of a multi-step treatment process)
- ❑ Manufactured drain insert (Not allowed unless part of a multi-step treatment process)
- ❑ Other:_____

[3] Regulated Projects (described in Section IV) will need to use Regional Water Board-approved soil specifications if project receives final discretionary approval on or after 12/1/11.

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

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

1. Stabilize all denuded areas and install and maintain all temporary erosion and sediment controls continuously between October 15th and April 15th of each year, until permanent erosion control have been established.
2. Divert on-site runoff around exposed areas and diverting off-site runoff around the site (e.g., swales and dikes).
3. Prevent erosion and trapping sediment on-site, such as sediment basins or traps, earthen dikes or berms, silt fences, check dams, storm drain inlet protection, soil blankets or mats, covers for soil stock piles, and/or other measures.
3. Provide notes, specifications, or attachments describing the following:
   a) Construction, operation and maintenance of erosion and sediment control measures, including inspection frequency;
   b) Methods and schedule for grading, excavation, filling, clearing of vegetation, and storage and disposal of excavated or cleared material;
   c) Specifications for vegetative cover and mulch, including methods and schedules for planting and fertilization;
   d) Provisions for temporary and/or permanent irrigation.

E. CONSTRUCTION BMPs. *Project plans must incorporate all of the following BMPs as project notes. Additionally, project plans must include SMCWPPP's Construction BMP page, available for download at (enter municipality website address).*

1. Store, handle, and dispose of construction materials and wastes properly, so as to prevent their contact with stormwater.
2. Control and prevent the discharge of all potential pollutants, including pavement cutting wastes, paints, concrete, petroleum products, chemicals, washwater or sediments, and non-stormwater discharges to storm drains and watercourses.
3. Use sediment controls or filtration to remove sediment when dewatering site and obtain all necessary permits.
4. Avoid cleaning, fueling, or maintaining vehicles on-site, except in a designated area where washwater is contained and treated.
5. Delineate with field markers clearing limits, easements, setbacks, sensitive or critical areas, buffer zones, trees, and drainage courses.
6. Protect adjacent properties and undisturbed areas from construction impacts using vegetative buffer strips, sediment barriers or filters, dikes, mulching, or other measures as appropriate.
7. Perform clearing and earth moving activities only during dry weather.
8. Limit and time applications of pesticides and fertilizers to prevent polluted runoff.
9. Limit construction access routes and stabilize designated access points.
10. Avoid tracking dirt or other materials off-site; clean off-site paved areas and sidewalks using dry sweeping methods.
11. The Contractor shall train and provide instruction to all employees and subcontractors regarding construction BMPs.

Continued ⇒

III. CONSTRUCTION PROJECTS THAT DISTURB ≥ 1 ACRE OF AREA — *For all projects with 1 acre or more of disturbed area, applicants must file a Notice of Intent (NOI) with the State Water Resources Control Board to obtain coverage under the State General Construction Activity NPDES Permit, and must prepare and implement a Storm Water Pollution Prevention Plan (SWPPP).* ***Note: Completion of this checklist does not imply certification of the adequacy of the SWPPP by the municipality.***

1. A copy of the project's NOI and SWPPP shall be submitted to the planning, building, or engineering department prior to issuance of a grading or building permit.
2. A copy of the project's NOI and SWPPP shall be kept on-site and made available for review by the municipal inspector upon request.

IV. REGULATED PROJECTS - *The following requirements apply to projects that add and/or replace 10,000 sq. ft. or more of impervious surface, and are therefore Regulated Projects under the Municipal Regional Stormwater Permit (MRP). These requirements will also apply to any Special Land Use Category project that adds and/or replaces 5,000 sq. ft. or more of impervious surface, if it receives final discretionary approval on or after December 1, 2011. These requirements do not apply to one single-family residence that is not part of a larger plan of development.*

1. Incorporate site design measures (see Section IIA).
2. Incorporate all applicable source control measures listed in the municipality's Local Source Control Measures List.
3. Enter into an agreement of responsibility and funding for ongoing operation and maintenance of stormwater treatment measure(s).
4. Treatment measure design must be consistent with Vector Control Plan requirements (Appendix F of the C.3 Technical Guidelines - link at end of this section).
5. If project receives final discretionary approval on or after 12/1/11, the design volume of stormwater runoff must be infiltrated, evapotranspired and/or captured and reused, unless the City/County determines it is infeasible based on creitera and procedures it develops, in which case biotreatment (NOT vault-based treatment) may be used.
6. Hydraulically size stormwater treatment measures, as follows. (For more details see the C.3 Technical Guidance – link at end of this section).
   - ❑ A flow-based treatment measure hydraulically sized to manage the flow of runoff produced by a rain event equal to at least 0.2 inches per hour; or
   - ❑ A volume-based treatment measure hydraulically sized to capture 80 percent or more of the volume of annual runoff, using local rainfall data.
   - ❑ A treatment measure that uses a combination of flow and volume capacity, hydraulically sized to treat 80 percent or more of the total runoff over the life of the project, using local rainfall data.

Note: the C.3 Technical Guidance may be downloaded at *www.flowstobay.org/bs_new_development.php*.

V. HYDROMODIFICATION MANAGEMENT PROJECTS – *If your project creates and/or replaces 1 acre or more of impervious surface, it may be considered a Hydromodification Management (HM) Project under the Municipal Regional Stormwater Permit (MRP). The agency may complete an HM Applicability Form, to determine if HM controls are required. For more information on HM, go to www.flowstobay.org/bs_new_development.php. The following requirement applies to HM Projects, which create and/or replace 1 acre or more of impervious surface and are located in areas subject to HM:*

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

Reviewed by:

Planning: _____ date / /

Engineering: _____ date / /

Building: _____ date / /

Source Control Measures Guidance and Model List

Updated June 15, 2010

Background

The Countywide Program has updated its model list of source control measures, for use by the municipalities to meet requirements in the provisions of the Municipal Regional Stormwater Permit (MRP) that are briefly summarized below.

- For all development projects subject to the municipality's planning, building, development or other comparable review, which are not "Regulated Projects" (see next bullet), the municipality shall encourage the inclusion of adequate source control measures listed in Provision C.3.a.i(7). (The source controls listed in this provision are included in the Model List.)
- For all "Regulated Projects,"[1] the municipality shall require all applicable source controls listed in Provision C.3.c.i(1). (The source controls listed in this provision are included in the Model List and are nearly identical to those listed in Provision C.3.a.i(7).)
- Municipalities shall require development projects with new or rebuilt swimming pools, hot tubs, spas and fountains to comply with requirements in Provision C.15.b.v(1). (The source controls listed in this provision are included in the Model List.)

Guidance

Municipalities may use various approaches to impose the source control requirements on development projects. Source control requirements may be provided to project applicants as submittal requirements or checklists, conditions of approval, or plan check comments, etc., depending on the particular planning process used by each municipality. These measures must be expressed as requirements, as indicated in the MRP.

The Model List identifies structural source controls to manage sources of pollutants associated with the post-construction phase of new development and redevelopment projects. Each source of pollutants identified in the model list may have one or more appropriate control measures. The source control measures in the model list are intended to be applied to projects as appropriate to the project type (for example, measures controlling "pool, spa and fountain discharges" would only apply to projects that include a pool, spa and/or fountain). Some of the control measures have optional wording, which is shown in brackets [optional wording in brackets]. Each agency can

[1] "Regulated Projects" currently refers to projects that create and/or replace 10,000 square feet or more of impervious surface (stand-alone homes exempt). On December 1, 2011, "Regulated Projects" will also refer to restaurant, retail gasoline outlet, automotive service facility, and surface parking (stand-alone or part of another use) projects that create and/or replace 5,000 square feet or more of impervious surface.

choose, as appropriate, whether to make optional wording the standard in its jurisdiction, or not. Municipalities do not have to use the exact wording of a source control measure as long as the measure is equivalent in terms of preventing pollutants from reaching stormwater, groundwater, creeks and the Bay or ocean, and is consistent with the MRP.

Construction site inspections should verify that the structural source control measures required for each project are appropriately constructed and their implementation should be confirmed as part of the final inspection.

The model list does not include best management practices (BMPs) for controlling water pollution during the construction phase. Nor does it include site design measures to reduce impervious surfaces, stormwater treatment measures to remove pollutants from stormwater runoff, or hydromodification management measures to control erosive flows. These categories of stormwater controls are addressed in the Project Applicant Checklist for NPDES Requirements, which may be downloaded from the New Development Page of the Countywide Program's website, www.flowstobay.org.

MODEL LIST OF STRUCTURAL SOURCE CONTROL MEASURES

A. Illegal Dumping to Storm Drain Inlets and Waterways

On-site storm drain inlets shall be clearly marked with the words "No Dumping! Flows to Bay," or equivalent, using methods approved by the [Municipality].

B. Interior Floor Drains

Interior floor drains shall be plumbed to the sanitary sewer system and shall not be connected to storm drains [or interior floor drains are prohibited].

C. Parking Garages

Interior level parking garage floor drains shall be connected to [a water treatment device approved by the [Municipality] prior to discharging to] the sanitary sewer system. The applicant shall contact the local permitting authority and/or sanitary district with jurisdiction for specific connection and discharge requirements. [If a municipality determines that connecting to a sanitary sewer system is not practicable, the applicant may propose an alternative method of plumbing interior parking garage floor drains or addressing runoff subject to approval by RWQCB staff.]

D. Pesticide/Fertilizer Application and Irrigation

1) Landscaping shall be designed to minimize irrigation and runoff, promote surface infiltration where appropriate, minimize the use of fertilizers and pesticides that can contribute to stormwater pollution, and incorporates appropriate sustainable landscaping practices and programs such as Bay-Friendly Landscaping.

2) Structures shall be designed to discourage the occurrence and entry of pests into buildings, and thus minimize the need for pesticides. For example, dumpster areas should be located away from occupied buildings, and building foundation vents shall be covered with screens.

3) If a landscaping plan is required as part of a development project application, the plan shall meet the following conditions related to reduction of pesticide use on the project site:

   a. Where feasible, landscaping shall be designed and operated to treat stormwater runoff by incorporating elements that collect, detain, and infiltrate runoff. In areas that provide detention of water, plants that are tolerant of saturated soil conditions and prolonged exposure to water shall be specified.

   b. Plant materials selected shall be appropriate to site specific characteristics such as soil type, topography, climate, amount and timing of sunlight, prevailing winds, rainfall, air movement, patterns of land use, ecological consistency and plant interactions to ensure successful establishment.

c. Existing native trees, shrubs, and ground cover shall be retained and incorporated into the landscape plan to the maximum extent practicable.

d. Proper maintenance of landscaping, with minimal pesticide use, shall be the responsibility of the property owner.

e. Integrated pest management (IPM) principles and techniques shall be encouraged as part of the landscaping design to the maximum extent practicable. Examples of IPM principles and techniques include:

   1. Select plants that are well adapted to soil conditions at the site.
   2. Select plants that are well adapted to sun and shade conditions at the site. In making these selections, consider future conditions when plants reach maturity, as well as seasonal changes.
   3. Provide irrigation appropriate to the water requirements of the selected plants.
   4. Select pest-resistant and disease-resistant plants.
   5. Plant a diversity of species to prevent a potential pest infestation from affecting the entire landscaping plan.
   6. Use “insectary” plants in the landscaping to attract and keep beneficial insects.

4) An efficient irrigation system shall be installed in areas requiring irrigation. An example of an efficient irrigation system is one that includes a weather-based (automatic, self-adjusting) irrigation controller with a moisture and/or rain sensor shutoff, and in which sprinkler and spray heads are not permitted in areas less than 8 feet wide.

E. Pool, Spa, and Fountain Discharges

1) New or rebuilt swimming pools, hot tubs, spas and fountains must have a connection to the sanitary sewer to facilitate draining. This connection could be a drain in the pool to the sanitary sewer or a cleanout located close enough to the pool so that a hose can readily direct the pool discharge into the sanitary sewer cleanout. [Municipalities shall coordinate with local sanitary sewer agencies to determine the standards and requirements necessary for the installation of a sanitary sewer discharge location to allow draining with the proper permits from the local sanitary sewer agency.]

2) Subject to local requirements, when draining is necessary, a hose or other temporary system shall be directed into a sanitary sewer clean out. Alternatively, discharges from swimming pools, hot tubs, spas and fountains may be directed to vegetated areas that are large enough to accommodate the volume without allowing the discharged water to flow to the storm drain system or receiving water bodies.

F. Food Service Equipment Cleaning

Food service facilities (including restaurants and grocery stores) shall have a sink or other floor mat, container, equipment, and hood filter cleaning area, which is connected to a grease interceptor prior to discharging to the sanitary sewer system. The cleaning area shall be large enough to clean the largest mat or piece of equipment to be cleaned. The cleaning area shall be indoors or in a roofed area outdoors; both areas must be plumbed to the sanitary sewer. Outdoor cleaning areas shall be designed to prevent stormwater run-on from entering the sanitary sewer and to prevent stormwater run-off from carrying pollutants to the storm drain. Signs shall be posted indicating that all food service equipment washing activities shall be conducted in this area. The applicant shall contact the local permitting authority and/or sanitary district with jurisdiction for specific connection and discharge requirements. Regular maintenance and cleaning of the grease interceptor is required and may be subject to periodic inspections conducted by municipal staff.

G. Refuse Areas

1) New buildings [such as food service facilities and/or multi-family residential complexes or subdivisions] shall provide a roofed and enclosed area for dumpsters, recycling containers, compactors, and food waste containers. The area shall be designed to prevent water run-on to the area and runoff from the area and to contain litter and trash, so that it is not dispersed by the wind or runoff during waste removal.

2) Runoff from trash enclosures, recycling areas, and/or food compactor enclosures, or similar facilities shall not discharge to the storm drain system. Trash enclosure areas shall be designed to avoid run-on to the trash enclosure area. If any drains are installed in or beneath dumpsters, compactors, and tallow bin areas serving food service facilities, the drains shall be connected [to a grease removal device and/or treatment devices prior to discharging] to the sanitary sewer. The applicant shall contact the local permitting authority and/or sanitary district with jurisdiction for specific connection and discharge requirements.

H. Outdoor Process Activities/Equipment[2]

1) Process activities shall be performed either indoors or in roofed outdoor areas. If performed outdoors, the area shall be designed to prevent run-on to and runoff from the area with process activities. Examples of appropriate design to prevent run-on and runoff include using a berm or grade break.

2) Process equipment areas shall drain to the sanitary sewer system. The applicant shall contact the local permitting authority and/or sanitary district with jurisdiction for specific connection and discharge requirements. [If a municipality determines that connecting to a sanitary sewer system is not practicable, the applicant may propose an alternative method of providing for drainage of process equipment

[2] Examples of businesses that may have outdoor process activities and equipment include machine shops and auto repair shops, and industries that have pretreatment facilities.

areas, subject to approval by RWQCB staff.] The pavement should be checked periodically for cracks and fractures, which should be sealed to prevent leakage.

I. Outdoor Equipment/Materials Storage

1) All outdoor equipment and materials storage areas shall be covered [and bermed], or shall be designed to limit the potential that runoff may contact pollutants [or storm drain inlet valves shall be provided on exterior drains in the area]. Storage or maintenance/repair activities shall occur only on paved and contained areas. The pavement should be checked periodically for cracks and fractures, which should be sealed to prevent leakage.

2) Storage areas containing non-hazardous liquids, such as latex-based paint, shall be covered by a roof and/or drain to the sanitary sewer system, and be contained by berms, dikes, liners or vaults or similar spill containment devices. The applicant shall contact the local permitting authority and/or sanitary district with jurisdiction for specific connection and discharge requirements. [Or – Storage areas containing non-hazardous liquids shall be covered by a roof and contained by berms, dikes, liners, vaults, or similar spill containment devices.]

3) All on-site hazardous materials and wastes, as defined [or regulated] by the California Public Health Code and the local Certified Unified Program Agency (CUPA) must be used and managed in compliance with the applicable CUPA program regulations and the facility hazardous materials management plan approved by the CUPA authority.

J. Vehicle/Equipment Cleaning

1) Wastewater from vehicle and equipment washing operations shall not be discharged to the storm drain system. Any wastewater discharges to the sanitary sewer are subject to approval by the sanitary district with jurisdiction.

2) Commercial/industrial facilities having vehicle/equipment cleaning needs [and new residential complexes of 25 units or greater] shall either provide a roofed, bermed area for washing activities or discourage vehicle/equipment washing by removing hose bibs (faucets) and installing signs prohibiting such uses. Vehicle/equipment washing areas shall be paved, designed to prevent run-on to or runoff from the area, and plumbed to drain to the sanitary sewer. A sign shall be posted indicating the location and allowed uses in the designated wash area. The applicant shall contact the local permitting authority and/or sanitary district with jurisdiction for specific connection and discharge requirements.

3) Commercial car wash facilities shall be designed and operated such that no runoff from the facility is discharged to the storm drain system. Wastewater from the facility shall discharge to the sanitary sewer [or a wastewater reclamation system shall be installed and the wastewater reused with no discharges to the storm drain]. The applicant shall contact the local permitting authority and/or sanitary district with jurisdiction for specific connection and discharge requirements.

K. Vehicle/Equipment Repair and Maintenance

1) Vehicle/equipment repair and maintenance shall be performed in a designated area indoors, or if such services must be performed outdoors, in an area designed to prevent the run-on and runoff of stormwater.

2) Secondary containment shall be provided for exterior work areas where motor oil, brake fluid, gasoline, diesel fuel, radiator fluid, acid-containing batteries or other hazardous materials or hazardous wastes are used or stored. Drains shall not be installed within the secondary containment areas.

3) Vehicle service facilities shall not contain floor drains unless the floor drains are connected to wastewater pretreatment systems prior to discharge to the sanitary sewer, for which an industrial waste discharge permit has been obtained. The applicant shall contact the local permitting authority and/or sanitary district with jurisdiction for specific connection and discharge requirements.

4) Tanks, containers or sinks used for parts cleaning or rinsing shall not be connected to the storm drain system. Tanks, containers or sinks used for such purposes may only be connected to the sanitary sewer system if allowed by an industrial waste discharge permit. The applicant shall contact the local permitting authority and/or sanitary district with jurisdiction for specific connection and discharge requirements.

L. Fuel Dispensing Areas

1) Fueling areas[3] shall have impermeable surfaces (i.e., portland cement concrete or equivalent smooth impervious surface) that are: a) graded at the minimum slope necessary to prevent ponding; and b) separated from the rest of the site by a grade break that prevents run-on of stormwater to the maximum extent practicable.

2) Fueling areas shall be covered by a canopy that extends a minimum of ten feet in each direction from each pump. [Alternative: The fueling area must be roofed and the roof's minimum dimensions must be equal to or greater than the area within the grade break or fuel dispensing area, as defined below[3].] The canopy [or roof] shall not drain onto the fueling area.

M. Loading Docks

1) Loading docks shall be covered and/or graded to minimize run-on to and runoff from the loading area. Roof downspouts shall be positioned to direct stormwater away from the loading area. Water from loading dock areas shall be drained to the sanitary sewer [or diverted and collected for ultimate discharge to the sanitary sewer], [or if a municipality determines that discharge to a sanitary sewer system is not practicable, the applicant may propose an alternative method of providing for drainage from the loading area, subject to approval by RWQCB staff]. The

[3] The fueling area shall be defined as the area extending a minimum of 6.5 feet from the corner of each fuel dispenser or the length at which the hose and nozzle assembly may be operated plus a minimum of one foot, whichever is greater.

applicant shall contact the local permitting authority and/or sanitary district with jurisdiction for specific connection and discharge requirements.

2) Loading dock areas draining directly to the sanitary sewer shall be equipped with a spill control valve or equivalent device, which shall be kept closed during periods of operation, subject to approval by the sanitary district with jurisdiction. [Or – delete this sentence if it is inapplicable to your municipality.]

3) Door skirts between the trailers and the building shall be installed to prevent exposure of loading activities to rain, unless one of the following conditions apply: the loading dock is covered, or the applicant demonstrates that rainfall will not result in an untreated discharge to the storm drain system.

N. Fire Sprinkler Test Water

Provisions shall be made in the project design and construction to allow for the discharge of fire sprinkler test water to an onsite vegetated area. If this is not feasible, provide for discharge to the sanitary sewer subject to approval from the local permitting authority and/or sanitary district with jurisdiction.

O. Miscellaneous Drain or Wash Water

1) Boiler drain lines shall be directly or indirectly connected to the sanitary sewer system and may not discharge to the storm drain system.

2) For small air conditioning units, air conditioning condensate should be directed to landscaped areas as a minimum BMP. For large air conditioning units, in new developments or significant redevelopments, the preferred alternatives are for condensate lines to be directed to landscaped areas, or alternatively connected to the sanitary sewer system after obtaining permission from the sanitary sewer's owner. As with smaller units, any anti-algal or descaling agents must be properly disposed of. Any air conditioning condensate that is discharged to land without flowing to a storm drain may be subject to the requirements of the State Water Resources Control Board's (SWRCB) Statewide General Waste Discharge Requirements (WDRs) for Discharges to Land with a Low Threat to Water Quality.

3) Roof drains shall discharge and drain away from the building foundation to an unpaved area wherever practicable.

4) Roof top equipment including that producing air conditioning condensate [or other than that producing air conditioning condensate] shall drain to the sanitary sewer [or be covered and have no discharge to the storm drain]. The applicant shall contact the local permitting authority and/or sanitary district with jurisdiction for specific connection and discharge requirements.

5) An appropriately equipped facility that drains to the sanitary sewer must be provided for washing and/or steam cleaning activities. Sanitary connections are subject to the review, approval and conditions of the sanitary district with jurisdiction for receiving the discharge. These conditions shall be required for automotive related businesses.

MAINTENANCE AGREEMENT FOR STORMWATER TREATMENT MEASURES AND HYDROMODIFICATION MANAGEMENT CONTROLS
(Updated June 15, 2010)

RECITALS

This Stormwater Treatment Measures Maintenance Agreement ("Agreement") is entered into this [insert date] by and between the City of [insert name of City] ("City") and [insert name of property owner] ("Property Owner"), a property owner of real property described in this Agreement.

WHEREAS, On October 14, 2009, the Regional Water Quality Control Board, San Francisco Bay Region, adopted Order R2-2009-0074, the Municipal Regional Stormwater Permit (MRP) (CAS612008); and

WHEREAS, Provision C.3.h. of this MRP, and as it may be amended or reissued, requires the permittee public agencies to provide minimum verification and access assurances that all treatment measures and hydromodification management (HM) controls (if any) shall be adequately operated and maintained by entities responsible for the stormwater treatment measures and HM controls; and

WHEREAS, the Property Owner, [insert name], is the owner of real property commonly known as [insert address]_____(the "Property"), and more particularly described in the attached legal description (Exhibit XX).

WHEREAS, attached hereto as Exhibit YY is a legible reduced-scale copy of the Site Plan or comparable document showing the stormwater treatment measures and HM controls (if any) that are to be located or to be constructed on the Property; and

WHEREAS, the City is the permittee public agency with jurisdiction over the Property.

WHEREAS, the Property Owner recognizes that the stormwater treatment measure(s) and HM controls(s) (if any) more particularly described and shown on Exhibit XX, of which full-scale plans and any amendments thereto are on file with the [Planning] Department of the City of XXX must be installed and maintained as indicated in this Agreement and as required by the MRP.

WHEREAS, the City and the Property Owner agree that the health, safety and welfare of the citizens of the City require that the stormwater treatment measure(s) and HM control(s) (if any) detailed in the Site Plan or comparable document be constructed and maintained on the Property; and

WHEREAS, the City's Stormwater Management Ordinance, guidelines, criteria and other written directions require that the stormwater treatment measure(s) and HM control(s) (if any), as shown on the approved Site Plan or comparable document, be constructed and maintained by the Property Owner

THEREFORE, in consideration of the benefit received by the Property Owner as a result of the City's approval of the Site Plan, the Property Owner hereby covenants and agrees with the City as follows:

SECTION 1: CONSTRUCTION OF TREATMENT MEASURES AND HM CONTROLS

The on-site stormwater treatment measure(s) and HM control(s) (if any) shown on the Site Plan or comparable document shall be constructed by the Property Owner in strict accordance with

the approved plans and specifications identified for the development and any other requirements thereto which have been approved by the City in conformance with appropriate City ordinances, guidelines, criteria and other written direction.

SECTION 2: OPERATION & MAINTENANCE RESPONSIBILITY

This agreement shall serve as the signed statement by the Property Owner accepting responsibility for operation and maintenance of stormwater treatment measures and HM controls (if any) as set forth in this Agreement until the responsibility is legally transferred to another person or entity. Before the Property is legally transferred to another person or entity, the Property Owner shall provide to the City at least one of the following:

1) A signed statement from the public entity assuming post-construction responsibility for treatment measure and HM control maintenance and that the treatment measures and HM controls (if any) meet all local agency design standards; or

2) Written conditions in the sales or lease agreement requiring the buyer or lessee to assume responsibility for operation and maintenance (O&M) consistent with this provision, which conditions, in the case of purchase and sale agreements, shall be written to survive beyond the close of escrow; or

3) Written text in project conditions, covenants and restrictions (CCRs) for residential properties assigning O&M responsibilities to the home owners association for O&M of the treatment measures and HM controls (if any); or

4) Any other legally enforceable agreement or mechanism that assigns responsibility for the maintenance of treatment measures and HM controls (if any).

SECTION 3: MAINTENANCE OF TREATMENT MEASURES AND HM CONTROLS

The Property Owner shall not destroy or remove the stormwater treatment measures and HM controls (if any) from the Property nor modify the stormwater treatment system and HM controls (if any) in a manner that lessens their effectiveness, and shall, at Property Owner's sole expense, adequately maintain the stormwater treatment measure(s) and HM control(s) (if any) in good working order acceptable to the City and in accordance with the maintenance plan agreed hereto and attached as Exhibit XX. This includes all pipes, channels or other conveyances built to convey stormwater to the treatment measure(s) and HM control(s) (if any), as well as all structures, improvements, and vegetation provided to control the quantity and quality of the stormwater. Adequate maintenance is herein defined as maintaining the described facilities in good working condition so that these facilities continue to operate as originally designed and approved. The maintenance plan shall include a detailed description of and schedule for long-term maintenance activities.

SECTION 4: SEDIMENT MANAGEMENT

Sediment accumulation resulting from the normal operation of the stormwater treatment measure(s) and HM control(s), if any, will be managed appropriately by the Property Owner. The Property Owner will provide for the removal and disposal of accumulated sediments. Disposal of accumulated sediments shall not occur on the Property, unless provided for in the maintenance plan. Any disposal or removal of accumulated sediments or debris shall be in compliance with all federal, state and local law and regulations.

SECTION 5: NECESSARY CHANGES AND MODIFICATIONS

At its sole expense, the Property Owner shall make changes or modifications to the stormwater treatment measure(s) and HM control(s), if any, and/or the long-term maintenance plan (Exhibit XX) as may be determined as reasonably necessary by the City to ensure that treatment measures and HM controls (if any) are properly maintained and continue to operate as originally designed and approved.

SECTION 6: ACCESS TO THE PROPERTY

The Property Owner hereby grants permission to the City; the San Francisco Bay Regional Water Quality Control Board (Regional Board); the San Mateo County Mosquito Abatement District (Mosquito Abatement District); and their authorized agents and employees to enter upon the Property at reasonable times and in a reasonable manner to inspect, assess or observe the stormwater treatment measure(s) and HM control(s), if any, in order to ensure that treatment measures and HM controls (if any) are being properly maintained and are continuing to perform in an adequate manner to protect water quality and the public health and safety. This includes the right to enter upon the Property whenever there is a reasonable basis to believe that a violation of this Agreement, the City's stormwater management ordinance, guidelines, criteria, other written direction, or the MRP, and any amendments or reissuances of this permit, is occurring, has occurred or threatens to occur. The above listed agencies also have a right to enter the Property when necessary for abatement of a public nuisance or correction of a violation of the ordinance guideline, criteria or other written direction. The City, Regional Board, or the Mosquito Abatement District shall provide reasonable (as may be appropriate for the particular circumstances) notice to the Property Owner before entering the property.

SECTION 7: FAILURE TO MAINTAIN TREATMENT MEASURES AND HM CONTROLS

In the event the Property Owner fails to maintain the stormwater treatment measure(s) and HM control(s) (if any) as shown on the approved Site Plan or comparable document in good working order acceptable to the City and in accordance with the maintenance plan incorporated in the Agreement, the City, and its authorized agents and employees with reasonable notice, may enter the Property and take whatever steps it deems necessary and appropriate to return the treatment measure(s) and HM control(s) (if any) to good working order. Such notice will not be necessary if emergency conditions require immediate remedial action. This provision shall not be construed to allow the City to erect any structure of a permanent nature on the Property. It is expressly understood and agreed that the City is under no obligation to maintain or repair the treatment measure(s) and HM control(s) (if any) and in no event shall this Agreement be construed to impose any such obligation on the City.

SECTION 8: REIMBURSEMENT OF CITY EXPENDITURES

In the event the City, pursuant to this Agreement, performs work of any nature (direct or indirect), including any reinspections or any actions it deems necessary or appropriate to return the treatment measure(s) and HM control(s) (if any) in good working order as indicated in Section 8, or expends any funds in the performance of said work for labor, use of equipment, supplies, materials, and the like, the Property Owner shall reimburse the City, or shall forfeit any required bond upon demand within thirty (30) days of receipt thereof for the costs incurred by the City hereunder. If these costs are not paid within the prescribed time period, the City may assess the Property Owner the cost of the work, both direct and indirect, and applicable penalties. Said assessment shall be a lien against the Property or may be placed on the property tax bill and collected as ordinary taxes by the City. The actions described in this section are in addition to and

not in lieu of any and all legal remedies as provided by law, available to the City as a result of the Property Owner's failure to maintain the treatment measure(s) and HM control(s) (if any).

SECTION 9: INDEMNIFICATION

The Property Owner shall indemnify, hold harmless and defend the City and its authorized agents, officers, officials and employees from and against any and all claims, demands, suits, damages, liabilities, losses, accidents, casualties, occurrences, claims and payments, including attorney fees claimed or which might arise or be asserted against the City that are alleged or proven to result or arise from the construction, presence, existence or maintenance of the treatment measure(s) and HM control(s) (if any) by the Property Owner or the City. In the event a claim is asserted against the City, its authorized agents, officers, officials or employees, the City shall promptly notify the Property Owner and the Property Owner shall defend at its own expense any suit based on such claim. If any judgment or claims against the City, its authorized agents, officers, officials or employees shall be allowed, the Property Owner shall pay for all costs and expenses in connection herewith. This section shall not apply to any claims, demands, suits, damages, liabilities, losses, accidents, casualties, occurrences, claims and payments, including attorney fees claimed which arise due solely to the negligence or willful misconduct of the City.

SECTION 10: NO ADDITIONAL LIABILITY

It is the intent of this agreement to insure the proper maintenance of the treatment measure(s) and HM control(s) (if any) by the Property Owner; provided, however, that this Agreement shall not be deemed to create or effect any additional liability not otherwise provided by law of any party for damage alleged to result from or caused by storm water runoff.

SECTION 11: PERFORMANCE FINANCIAL ASSURANCE

The City may request the Property Owner to provide a performance bond, security or other appropriate financial assurance providing for the maintenance of the stormwater treatment measure(s) and HM control(s) (if any) pursuant to the City's ordinances, guidelines, criteria or written direction..

SECTION 12: TRANSFER OF PROPERTY

This Agreement shall run with the title to the land and any portion thereof. The Property Owner further agrees whenever the Property or any portion thereof is held, sold, conveyed or otherwise transferred, it shall be subject to this Agreement which shall apply to, bind and be obligatory to all present and subsequent owners of the Property or any portion thereof.

SECTION 13: SEVERABILITY

The provisions of this Agreement shall be severable and if any phrase, clause, section, subsection, paragraph, subdivision, sentence or provision is adjudged invalid or unconstitutional by a court of competent jurisdiction, or the applicability to any Property Owner is held invalid, this shall not affect or invalidate the remainder of any phrase, clause, section, subsection, paragraph, subdivision, sentence or provision of this Agreement.

SECTION 14: RECORDATION

This Agreement shall be recorded by the Property Owner within [insert number of days]____ days after the execution date of this Agreement in the County Recorder's Office of the County of San Mateo, California at the Property Owner's expense. The City reserves the option to record this Agreement.

SECTION 15: RELEASE OF AGREEMENT

In the event that the City determines that the stormwater treatment measures and HM control(s) (if any) located on the Property are no longer required, then the City, at the request of the Property Owner shall execute a release of this Maintenance Agreement, which the Property Owner shall record in the County Recorder's Office at the Property Owner's expense. The City reserves the option to record such release of this Maintenance Agreement. The stormwater treatment measure(s) and HM control(s) (if any) shall not be removed from the Property unless such a release is so executed and recorded.

SECTION 16: EFFECTIVE DATE AND MODIFICATION

This Agreement is effective upon the date of execution as stated at the beginning of this Agreement. This Agreement shall not be modified except by written instrument executed by the City and the Property -Owner at the time of modification. Such modifications shall be effective upon the date of execution and shall be recorded.

_____ _____

Signature for the City Date

_____

Type or print name and title

_____ _____

Property Owner Signature Date

_____

Type or print Property Owner name and address

SAN MATEO COUNTYWIDE
Water Pollution Prevention Program

Municipality:_____
Date:_____
Facility has closed or Facility Information has changed: ☐ yes ☐ no

Model Stormwater Treatment or Hydromodification Management (HM) BMP O&M Verification Inspection Report Form

Reason for Inspection: ☐ First Inspection (required within 45 days of installation) ☐ Routine Inspection ☐ Response to Complaint ☐ Follow-up				Follow-up Inspection Due:
NAME OF FACILITY		SITE ADDRESS		ID# OR APN
CONTACT NAME	PHONE	PROJECT TYPE/ACTIVITY	SIC	Map Code:
Is the property owner different than the facility owner? ☐ yes ☐ no		If yes, complete the following:		Location:
NAME MAILING ADDRESS		CONTACT: TITLE:	PHONE	
Is the BMP Operator different than the facility owner? ☐ yes ☐ no		If yes, complete the following:		
NAME MAILING ADDRESS		CONTACT: TITLE:	PHONE	

Needed maintenance noted for the Treatment and/or HM BMPs below shall be completed within 30 days and notification of correction faxed, emailed or mailed to the over sight agency.

Treatment BMP Type (Numbers in parentheses correspond to fact sheets in CASQA's New Development Handbook)	No visible problems	**Needed Maintenance**																					
		Trash or Debris	Pollutants	Rodent Holes	Hazardous Trees/Brush	Erosion or Scouring	Excessive Sediment	Liner Condition (if visible)	Spillway/Berm Damaged, Settled	Damaged Trash Rack or Screen	Inlet/Outlet	Security (fence, gates)	Coating/Paint	Standing Water	Mosquitoes/ Other Insects	Flow Spreader/ Equalizer	Invasive Weeds or Vegetation	Poor Vegetation Cover < 90%	Pedestrian Path Devegetation/ Compaction	Vegetation Too Tall	Odors		
Vegetated Swale (TC-30)																							
Extended Detention Basin (TC-22)																							
Bioretention Facility (TC-32)/ Flow-Through Planter																							
Vortex Separator (MP-51)																							
Infiltration Basin (TC-11)																							
Water Quality Inlets –Oil/ grit/water Separator (TC-50)																							
Media Filters - Sand Filters (TC-40)																							
Drain Inserts (MP-52)																							
HM Tank or Vault																							
Other_____																							

COMMENTS Date Treatment/HM BMP Installed (for first inspection only)_____ Maintenance Documentation Reviewed? ☐ yes ☐ no Maintenance required in storm drain system? ☐ yes ☐ no

BMP brochures distributed? ☐ Describe: Follow-up Required? ☐ Yes ☐ No ☐ Comments:

PRIORITY FOR RE-INSPECTION: ☐ 1. First ☐ 2. Second ☐ 3. Third REQUIRED COMPLIANCE DATE _____ DATE CORRECTED _____

ENFORCEMENT: ☐ None ☐ Verbal Notice ☐ Warning Notice ☐ Administrative Action ☐ Administrative Action w/ Penalty &/or Cost Recovery ☐ Legal Action

O&M Representative:_____ Inspector: _____

Needed Maintenance	Conditions When Maintenance Is Needed
Trash or Debris	Treatment or HM BMP: Trash, debris, or litter dumped or accumulated in BMP. Vortex separator floatables should be removed according to maintenance plan. Check for mulch washout.
Pollutants	Treatment BMP: Any evidence of oil, gasoline, improper pesticide or fertilizer use, or other visible pollutants.
Rodent Holes	Extended Detention or HM Basin: If facility acts as dam/berm, any evidence of rodent holes or water piping through dam/berm via rodent holes.
Hazardous Trees/ Brush	Extended Detention or HM Basin: Growth does not allow access or interferes with maintenance; dead, diseased or dying trees. Growth >4 ft. high on berms/emergency spillway or covering >10% of spillway.
Erosion or Scouring	Treatment or HM BMP: Eroded or scoured bottom due to flow channelization or higher flows. Extended Detention or HM Basin: Side slopes eroded >2 inches deep where cause of damage is present or there is potential for continued erosion; Erosion on compacted berm embankment.
Excessive Sediment	Vegetated Swale/Bioretention: Sediment accumulated >2 inches deep on vegetation. Extended Detention or HM Basin: Accumulated sediment >10% of designated basin depth or affects inletting/outletting condition of facility.
Liner Condition (if visible)	Extended Detention or HM Basin: Liner is visible and has more than 3, ¼-inch holes in it.
Spillway/Berm Damaged, Settled	Extended Detention or HM Basin: Spillway and/or berm settlement is 4 inches lower than design elevation. Rock missing & soil exposed at top of spillway or outside slope.
Damaged Trash Rack or Screen	Treatment or HM BMP: Trash/debris plugging openings in barrier. Vortex Separator: Screen damaged. Extended Detention or HM Basin: Bars missing, loose, bent out of shape or deteriorating due to excessive corrosion.
Inlet/Outlet Condition	Treatment or HM BMP: Inlet/outlet areas clogged with sediment, vegetation and/or debris. Check any high-flow bypass for clogging. Extended Detention or HM Basin: Debris barrier missing or not attached to pipe.
Security (fence, gates, and/or covers)	Treatment or HM BMP: Any defect or damage to fence/gate that prevents easy entry to the BMP and/or cover for below surface BMPs.
Coating/Paint	Treatment BMP: Parts that are corroding or have scaling paint.
Standing Water	Treatment or HM BMP: When water stands in BMP for longer than 5 days between storms and does not drain freely, unless this is part of the BMP's design. Check for irrigation problems.
Mosquitoes/Other Insects	Treatment or HM BMP: If mosquitoes or mosquito larvae are present in a BMP, contact the San Mateo County Mosquito Abatement District at (650) 344-8592 or http://smcmad.org/index.html. Insects such as wasps and hornets interfere with maintenance activities.
Flow Spreader	Vegetated Swale/Bioretention: Spreader uneven/clogged (flow not uniformly distributed over entire swale width).
Invasive Weeds or Vegetation	Treatment or HM BMP: Examples - Arundo, Castor Bean, Cattails, Pampas Grass, Tamarisk, Willows, Morning Glory, English Ivy, Blackberry, Scotch Broom, or Poison Oak. Vegetated Swale/Bioretention: Planted vegetation becomes excessively tall; nuisance vegetation/weeds start to take over.
Poor Vegetation Coverage < 90%	Treatment or HM BMP: Check for mulch failure. Vegetated Swale: When planted vegetation is sparse, bare or eroded patches occur in >10% of swale bottom. Bioretention: Ten percent of plants have died and not been replaced.
Pedestrian Path Devegetation/Compaction	Vegetated Swale/Bioretention: Pedestrian trails are forming or been established that are devegetating portion of BMP and compacting soil.
Odor	Treatment or HM BMP: Any odor associated with the accumulation and decomposition of pollutants or other material in the BMP that is causing a nuisance.

SAN MATEO COUNTYWIDE
Water Pollution Prevention Program
Clean Water. Healthy Community.
www.flowstobay.org

2010 New Development Workshop

Complying with New Requirements of the Municipal Regional Stormwater Permit's Provision C.3

Mission Blue Conference Center
475 Mission Blue Drive, Brisbane
Wednesday, May 26, 2010

Agenda

Early Registration for Basic Training (and Refreshments)	8:00 – 8:15
Basic Training on Stormwater Post-Construction Controls *Learn (or refresh your memory) about pre-MRP stormwater requirements and key concepts such as stormwater treatment, hydromodification management, etc.* Laura Prickett – *EOA, Inc.*	8:15 – 9:00
Registration and Refreshments (for registrants not attending Basic Training)	**9:00 – 9:20**
Introductory Remarks Matt Fabry – *San Mateo Countywide Water Pollution Prevention Program*	9:20 – 9:30
MRP Requirements for New Development Laura Prickett – *EOA, Inc.*	9:30 – 10:15
Practical Applications of Rainwater Harvesting Bill Wilson – Carlile Macy	10:15 – 11:00
BREAK	11:00 – 11:15
How Are Stormwater Treatment Measures Working at Serramonte Library? Project Description and Initial Water Quality Monitoring Results Jonathan Buck – *ENGEO* Nicole David - *San Francisco Estuary Institute*	11:15 – 12:00

LUNCH (provided on-site)	12:00 – 1:00
Overcoming Obstacles to Low Impact Development in Silicon Valley Mike Campbell – *HMH Engineers*	1:00 – 1:30
Case Study: Desiging Stormwater Treatment Measures to Meet Hydromodification Management Requirements Ed Boscacci, *BKF Engineers*	1:30 – 2:00
BREAK	2:00 – 2:15
Green Roofs: Addressing Challenges through Creative Design Sarah Sutton – *Design, Community and Environment*	2:15 – 3:00
Closing Remarks Matt Fabry, *San Mateo Countywide Water Pollution Prevention Program*	3:00 – 3:15

SMCWPPP 2010 New Development Workshop
Sign-in

X	Last Name	First Name	Municipality
X	Ahmed	Muneer	Colma
X	Alvarez	Leticia	Belmont
X	Anderson	Tim	Hillsborough
X	Anderson	Will	San Bruno
X	Bautista	Sam	South San Francisco
X	Boscacci	Ed	BKF **(speaker)**
X	Boyle	Chris	DES Architects & Engineers
X	Brown	CheyAnne	Portola Valley
X	Buck	Jonathan	ENGEO **(speaker)**
X	Campbell	Mike	HMH **(speaker)**
	Chan	Catherine	Hillsborough
X	Chan	Ernest	DES Architects & Engineers
X	Chan	Susanna	San Mateo
X	Chavez	Angela	San Mateo County
	Chen	Jen	Hillsborough
X	Chen	Lucy	East Palo Alto
X	Chuck	Dennis	South San Francisco
X	Claycomb	Elizabeth	Pacifica
X	Corpus	Dalia	Belmont
X	Dahu	Nader	San Bruno
X	David	Nicole	SFEI **(speaker)**
X	DiDonato	Damon	Belmont
X	Dunning	Amy	Wilsey Ham
X	Ebo	Florian	Millbrae
X	Etchebehere	Gratien	Woodside
X	Fabry	Matt	Brisbane **(speaker)**
X	Farbstein	Kathryn	Pacifica
X	Field	Rosemary	Belmont
X	Gomery	Jane	Burlingame
X	Gross	Billy	South San Francisco
X	Hathaway	Mark	San Mateo
X	Heap	Gary	San Mateo
X	Hovland	Christina	EOA
X	Huynh	David	Atherton
X	Johnson	Ken	Brisbane
X	Kenyon	Michelle	San Mateo
X	Kinnon	Kiley	Burlingame
	Kubo	Greg	Robert A. Bothman, Inc.
	Latu	John	East Palo Alto
X	Lecel	Rob	South San Francisco
X	Lee	Richard	San Mateo County
X	Lewis	Jill	San Carlos
X	Lim	Lily	Pacifica

SMCWPPP 2010 New Development Workshop
Sign-in

X	Last Name	First Name	Municipality
X	Loy	Whitney	Menlo Park
X	Lu	Quan	EOA
X	Mao	Shawn	Menlo Park
X	Marelich	Mark	San Mateo County
X	Matthews	Mark	Millbrae
X	Mothershead	Tatum	Daly City
X	Moynahan	Gavin	San Carlos
X	Munar	Kelvin	South San Francisco
X	Naughton	Jeannie	Daly City
X	Neuebaumer	Matt	San Bruno
X	Nolfi	Mark	Belmont
X	Olalla	Claudia	Redwood City
X	Pacini	Ken	San Mateo
X	Prickett	Laura	EOA
X	Prudhel	Cassie	South San Francisco
X	Riddell	Anthony	Millbrae
X	Ross	Melissa	San Mateo County
X	Russell	Laura	San Bruno
	Shu	Diana	San Mateo County
X	Sutton	Sarah	DCE **(speaker)**
X	Tan	Andy	South San Francisco
X	Vergara	Anthony	San Mateo
X	Voong	Victor	Burlingame
X	Wong	Wing	San Bruno
X	Yau	Gilbert	Belmont
X	Yniguez	Ray	Hillsborough
	D'Agostino	Maria	Redwood City
	Davenport	Tom	San Mateo County
	Bowyer	Dale	Water Board
	Wilson	Bill	Carlisle Macy (speaker)
	Lim	Knee	Millbrae

Complying with the New Requirements of the Municipal Regional Stormwater Permit's Provision C.3
Summary of Evaluation Survey Responses
Thursday, May 26, 2010

Number of attendees (not including speakers, workshop staff): 60
Number of surveys completed: 22

1. Please rate the usefulness of the session "Basic Training on Stormwater Post-Construction Controls."
Speaker: Laura Prickett

12-Very Useful 7-Useful 0-Not Useful 3-Did not attend

Comments:
Very good. In the future, add a couple of things to basic training. 1) You don't treat all the water, just what is required by the sizing criteria. 2) Mention the concept of O & M and required inspections.

The only negative comment I have is that every workshop there always seems to be someone the very back of the room who cannot be quiet. As I was sitting close to the back, I missed some of the content because a person behind me was talking throughout the entire basic training session. I believe those who are in need of basic training and the introduction to stormwater as it pertains to ND benefited greatly from her presentation.

This was very useful for staff that is not familiar with Stormwater management.

I had grumbled with my coworkers about going to the early session but I am glad I did!

Excellent coverage of a large volume of relevant matter. Laura's delivery pace is a bit too rapid. I would suggest reducing the amount of material and slowing the pace of verbal narrative.

I was unaware that construction controls were not part of the workshop. Otherwise I found the introduction very useful.

good review

2. Please rate the usefulness of the session "MRP Requirements for New Development."
Speaker: Laura Prickett

17-Very Useful 4-Useful 0-Not Useful 1-No Answer

Comments:
Laura is very knowledgeable and speaks in a manner that is easy to understand and is not intimidating.

Laura did an excellent job presenting the highlights of the MRP. Just enough information, not too technical.

Excellent coverage of a large volume of relevant matter. Laura's delivery pace is a bit too rapid. I would suggest reducing the amount of material and slowing the pace of verbal narrative.

Very good presentation of new requirements, the history of the current requirements, and differences between General Construction Permit and MRP. Good handouts for reference as well.

I thought Ms. Prickett was organized and articulate.

great info and links

3. Please rate the usefulness of the session “Practical Applications of Rainwater Harvesting”
Speaker: Bill Wilson

4-Very Useful 14-Useful 3-Not Useful 1-No Answer

Comments:
The speaker included too much information, it would have been nice if there would have been more practical information on how Rainwater Harvesting can be incorporated into projects.

Bill is amazing. I only wish there was more time to listen to him speak about his past experiences both in Sustainable practices and applications pertaining to ND and in regard to the watershed approach and his experience in oceanographic exploration related to pollution and stormwater. A humble man, and a presentation I would gladly sit through again and again. WOW!

Bill's presentation was very useful but he ran out of time. He had lots of real world examples that I find very helpful.

Bill's presentation was just ok. Bill should focus on a couple good examples of rain harvesting projects instead of presenting too many projects. The session was a little too long and I started to lose focus.

Good topic coverage of emerging technology.

Not sure where he was getting his cost figures, but they seemed on the very low side to me. Kind of glossed over the interaction and coordination needed by the health dept in approving these systems. And still not convinced how California is really viable for these types of systems. Perhaps on a residential scale, but not necessarily for large commercial ventures.

Smaller scale examples would be helpful as many of our projects are not ginormous schools, complexes or campuses.

I found this session interesting and useful for changing thoughts.

Not very useful for our municipality, or really any Bay Area jurisdiction, in my opinion.

4. Please rate the usefulness of the session “How are Stormwater Treatment Measures Working at Serramonte Library?”
Speakers: Jonathan Buck, Nicole David

11-Very Useful 9-Useful 1-Not Useful 1-No Answer

Comments:
The results of the testing were a little too technical. A summary would have been enough.

It is very interesting to see the results of a project that was completed just recently yet is already exceeding its intended purpose and flow reduction targets. I only wish the completion of this project had automatically resulted in people changing their behaviors related littering. I wish that Nicole had offered some information on her previous experiences as a research diver, but unfortunately I understand that this is off the subject.

Great approach - I like seeing from the private sector perspective (Jonathon) and the regulatory agency's perspective (Nicole). I thought Nicole got a little too bogged down in scientific details.

Good speaker and topic. I heard him talk about this topic before.

Was not really useful knowledge.

One of the attendees touched on the maintenance issue. My sense is that it was getting short shrift. The Library project was a good opportunity to follow-up maintenance, and I don't think it was fully taken advantage of.

I thought this was great for informing on "how to" and what some of the "how not to ".

5. Please rate the usefulness of the session “Overcoming Obstacles to Low Impact Development in Silicon Valley”
Speaker: Mike Campbell

10-Very Useful 11-Useful 0-Not Useful 1-No Answer

Comments:
Good information regarding regulations that are now hurdles in regard to meeting the current requirement. Good speaker.

I really like Mike's discussion and found his information spot on. He even inserted some humor which is always appreciated.

Very good presentation, including actual experiences with dealing with local governments and developers.

Real life challenges were valuable to hear.

6. Please rate the usefulness of the session “Case Study: Designing Stormwater Treatment Measures to Meet HM Requirements”
Speaker: Ed Boscacci

3-Very Useful 14-Useful 4-Not Useful 1-No Answer

Comments:
Good presentation, lots of info covered in a very short time and I definitely needed somewhat of a refresher regarding HM.

This session was not as useful because things haven't been implemented yet. Ed kept it short which was good, too.

Very difficult to understand Ed and his presentation.

Very good presentation.

Good, but perhaps more photos of actual HM installations would have helped.
He does make some good points about trying to standardize the components of BMP's, such as the engineered soil used for bioswales, to assist cities in their review of the plans, contractors in pricing, and the availability from suppliers. Strongly feel that the more we can standardize, the efficient and cost-effective the construction will be.

7. Please rate the usefulness of the session "Green Roofs: Addressing Challenges through Creative Design."
Speaker: Sarah Sutton

8-Very Useful 12-Useful 1-Not Useful 1-No Answer

Comments:
It's a good concept, but it would be hard to apply in our area.

Very interesting and informative.

Very interesting and fun closing.

Good, interesting speaker for the last talk of the day. She geared her presentation more towards the private sector instead of the public sector but I think she had good comments to share.

Sarah did an excellent job presenting the green roof topic. Her pace is perfect, fast enough yet easy to understand, unlike Bill Wilson's presentation, very slow pace and easy for the audience to lose focus.

Very good presentation. Helped me gain an understanding of green roofs.

Probably tried to present too much information in the time allotted.

Good to have a green roofs person present.

interesting - opening to see and learn more.

8. Which sessions were most and least beneficial?

Basic Training on Stormwater Post-Construction Controls
Most beneficial: 2 Least beneficial: 2

MRP Requirements for New Development
Most beneficial: 9 Least beneficial: 0

Practical Applications of Rainwater Harvesting
Most beneficial: 2 Least beneficial: 3

How are Stormwater Treatment Measures Working at Serramonte Library?
Most beneficial: 1 Least beneficial: 2
Overcoming Obstacles to LID in Silicon Valley
Most beneficial: 3 Least beneficial: 1

Case Study: Designing Stormwater Treatment Measures to Meet HM Requirements
Most beneficial: 0 Least beneficial: 3

Green Roofs: Addressing Challenges through Creative Design
Most beneficial: 3 Least beneficial: 4

Comments:
The sessions on the permit requirements were helpful, as was the session on how Stormwater Treatment Measures are working at Serramonte Library. Rainwater Harvesting could have been more helpful if it would have dealt more with the items at the end of the discussion (case studies and practicalities of installation). Some of the afternoon sessions were less helpful, as they are not typical installations.

I am responsible for over seeing the implementation of the MRP in my City. I have not yet dealt with any rainwater harvesting, although the rainwater harvesting presentation was informative.

More specific focus on C.3 requirements would be beneficial to those of us who are implementing them.

This is confusing. You just asked to rate these with three answers and now with only two?

maybe a rating of 1-7 from most beneficial instead of picking top and bottom

9. Would you be interested in attending another workshop on sustainable stormwater practices for New and Redevelopment?

20-Yes 0-No 1-Maybe

Comments:
Depends on the material being presented. Or, if there are further changes or updates to the MRP that would be explained or to be made aware of, it might be helpful.

10. General Comments and/or Suggestions for Future Workshop Topics:

More on HM and something that is for contractors specifically- getting them to understand that although the terms have changed, what is being asked of them regarding stormwater compliance is not new and not as challenging as they think.

I hadn't been to a workshop in awhile and I liked how we would tour a project in past years. It is a long time to take in a lot of technical information in one sitting. I liked the food and I don't really have any other suggestions.

I think the program should make all attendees pay a fee to cover refreshments and lunch. By the way lunch was fine but meatless lunch would be more sustainable especially with stormwater workshop which is a sustainable and environmental program.

The 05/26/10 workshop, including venue and food, was excellent. All speakers were knowledgeable and well versed on their various subject matter areas. The workshop was well prepared. 5/5 stars.

Perhaps have some discussion on the effectiveness of the O&M agreements, their enforceability, commonality between cities, etc.

Perhaps one of the presenters could be from the public side and comment on the challenges they face from reviewing private consultant's plans, so as to make everyone more aware of what could be improved upon.

Thought the number of speakers were adequate, with limiting them to 45 minutes maximum. Any more than that, and the interest seems to drop off.

Lunch may have been more efficient and easier for staff if it had been just brown bagged.

Room space was maxed out, making it difficult to get to seats at the back of the room. Maybe increase the room size to allow more maneuverability.

Registration/check in was very efficient.

Matt did a good job as usual moving the seminar along and keeping it on time, and asking for questions.

Good food and good venue. I am not a vegetarian, so the food we more than fine. The breakfast offerings were amazing.

The food was excellent! It was so nice to have healthy alternatives to the box lunch. Thanks for taking time to make the breakfast and lunch so delicious.
Afternoon snacks are also appreciated, but since this got done so early it wasn't necessary. Good job.

general comment- nice to have food. Maybe a hot drink of tea or herbal teas . Coffee is good but a little wired by end of day.

Thanks for an interesting and informative workshop.

More specific information on LID.

SAN MATEO COUNTYWIDE Water Pollution Prevention Program

CONSTRUCTION SITE INSPECTION REPORT

1. Inspection Date:_____ 1a. Current weather conditions: _____ 1b. Rainfall with runoff since last inspection? ☐ Yes ☐ No
2. Name of Project: _____ 2a. Project No./Permit No._____
3. Project Location: _____
4. Inspection Type: ☐ Routine ☐ Pre-Rain ☐ During Rain ☐ After Rain ☐ Follow-up ☐ Other
5. Permit Type: ☐ Building Permit ☐ Grading Permit ☐ Site Development ☐ CIP Project
6. Project disturb 1 acre or more?:____(yes/no) NOI Required:_____(yes/no) SWPPP dated ____/_____/_____
   Project covered under Statewide General Construction Activity Permit?_____(yes/no) SWPPP on site?_____(yes/no)
7. High Priority Site (significant threat to water quality)? _____(yes/no)
   NOTE: Sites disturbing 1 acre or more AND High Priority Sites require monthly inspections during the wet season (from Oct. 1 thru April 30).
8. Project Type: ☐ Commercial/Industrial ☐ Residential ☐ Street Improvement ☐ Landscaping ☐ Utility (water,sewer, PG&E) ☐ Grading ☐ Demolition ☐ Other
9. Erosion Control Measures:

☐ Jute Netting / Fiber Blankets	☐ Adequate	☐ Requires Maintenance	☐ Non-Compliant	☐ Not Applicable
☐ Mulch	☐ Adequate	☐ Requires Maintenance	☐ Non-Compliant	☐ Not Applicable
☐ Hydroseed/Soil Binder/Compost Blanket	☐ Adequate	☐ Requires Maintenance	☐ Non-Compliant	☐ Not Applicable
☐ Mark Areas to be Preserved	☐ Adequate	☐ Requires Maintenance	☐ Non-Compliant	☐ Not Applicable
☐ Tree Protection Fencing	☐ Adequate	☐ Requires Maintenance	☐ Non-Compliant	☐ Not Applicable
☐ Riparian Area Barrier	☐ Adequate	☐ Requires Maintenance	☐ Non-Compliant	☐ Not Applicable

10. Sediment Control Measures

☐ Wattles / Fiber Rolls /Compost Socks	☐ Adequate	☐ Requires Maintenance	☐ Non-Compliant	☐ Not Applicable
☐ Silt Fences / Compost Berms	☐ Adequate	☐ Requires Maintenance	☐ Non-Compliant	☐ Not Applicable
☐ Sedimentation Basin	☐ Adequate	☐ Requires Maintenance	☐ Non-Compliant	☐ Not Applicable
☐ Intlet filters (Bags, sand, gravel)	☐ Adequate	☐ Requires Maintenance	☐ Non-Compliant	☐ Not Applicable
☐ Dust Control	☐ Adequate	☐ Requires Maintenance	☐ Non-Compliant	☐ Not Applicable
☐ Stabilized construction entrance	☐ Adequate	☐ Requires Maintenance	☐ Non-Compliant	☐ Not Applicable
☐ Check Dams	☐ Adequate	☐ Requires Maintenance	☐ Non-Compliant	☐ Not Applicable
☐ Street Sweeping	☐ Adequate	☐ Requires Maintenance	☐ Non-Compliant	☐ Not Applicable
☐ Earth Dikes / Drainage Swales	☐ Adequate	☐ Requires Maintenance	☐ Non-Compliant	☐ Not Applicable

11. Run-on and Runoff Control

☐ Earth Dikes / Drainage Swales	☐ Adequate	☐ Requires Maintenance	☐ Non-Compliant	☐ Not Applicable
☐ Sampling is conducted, if required	☐ Adequate	☐ Requires Maintenance	☐ Non-Compliant	☐ Not Applicable

12. ☐ Active Treatment System (if any) ☐ Adequate ☐ Requires Maintenance ☐ Non-Compliant ☐ Not Applicable
    ☐ Comments:_____
13. Good Site Management

☐ Construction Materials (wood,cement,etc)	☐ Adequate	☐ Requires Maintenance	☐ Non-Compliant	☐ Not Applicable
☐ Petroleum Products (oil, fuel)	☐ Adequate	☐ Requires Maintenance	☐ Non-Compliant	☐ Not Applicable
☐ Hazardous materials (paint,solvents)	☐ Adequate	☐ Requires Maintenance	☐ Non-Compliant	☐ Not Applicable
☐ Waste Systems Management	☐ Adequate	☐ Requires Maintenance	☐ Non-Compliant	☐ Not Applicable
☐ Soil Stockpiles	☐ Adequate	☐ Requires Maintenance	☐ Non-Compliant	☐ Not Applicable
☐ Vehicle Servicing	☐ Adequate	☐ Requires Maintenance	☐ Non-Compliant	☐ Not Applicable

14. Non-Stormwater Management

☐ Concrete washout area	☐ Adequate	☐ Requires Maintenance	☐ Non-Compliant	☐ Not Applicable
☐ Other: _____	☐ Adequate	☐ Requires Maintenance	☐ Non-Compliant	☐ Not Applicable

15. Are the discharge points free of any evidence of illicit discharge? ☐ Yes ☐ No Comments: _____
    _____
16. **Enforcement/Follow-Up** Date problem first identified: _____ Next follow-up inspection date: _____
    Comments:_____
    _____
    Enforcement: ☐ None/In Compliance ☐ Verbal Notice ☐ Notice to Comply ☐ Notice of Violation ☐ Stop Work ☐ Administrative Fine
17. Resolution: ☐ Problem Fixed ☐ Need More Time (include rationale in comments) ☐ Escalate Enforcement ☐ Date resolved: ___/___/___
    Was there rain with runoff after problem identified and before resolution? ☐ Yes ☐ No
18. Inspector's Signature:_____Date:_____
19. Name of Project Manager (Print) _____ Phone Number _____
    Signature of Project Manager_____Date:_____

Updated March 2010

SMCWPPP

DRAFT Construction Site Inspections Tracking Spreadsheet

[Enter Name of Municipality]

INSTRUCTIONS: Obtain data from the Inspection Checklist for Construction Stormwater Controls completed during inspection. Enter data from one inspection per row. Column 7 (Project disturbs one acre or more?) should be answered yes or no for ***only the first inspection at any site.*** *For sites disturbing 1 acre or more, there should be at least 1 inspection per month from October 15 to April 15. Enforcement Response Level (Columns 20-24) should correspond with the Enforcement Response Plan. Enter "1" for yes. Leave blank for no or no problem.*

PURPOSE: Municipal Regional Permit Provision C.6.e.ii(4) requires agencies to track and report on the information identified in this spreadsheet. The data recorded in this spreadsheet will be needed to summarize inspection results as required for annual reporting. The spreadsheet must be provided to Water Board staff if specifically requested. Submission of this spreadsheet with the Annual Report is not required but encouraged.

1	2	3	4	5	6	7		8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26
								Problems Observed (Ref 9-15)								Resolution (Ref 17)				Enforcement Response (Ref 16)					Violation Corrected? (Ref 17)	
Enter 1 per inspection	Enter 1 for each site	Site Name (Ref 2)[1]	Inspectn Date (Ref 1)	Weather During Inspectn (Ref 1a)	Rain with Runoff Since Prev. Inspectn? Y/N (Ref 1b)	ANSWER ONCE PER SITE: Project Disturbs 1 acre or more? (Y/N/See Previous Entry)[2]	Ref 6	Erosion Control	Sediment Control	Run-on & Runoff	Active Treatmt	Site Management	Non Stormwtr Mgt	Illicit Discharge	Specific Problem(s) (Ref 9-15)	Problem Fixed	Needs more time	Escalate enforcement	Comments (including rationales for longer compliance times) (Ref 16)	Verbal warning	Written warning/ Notice of violation	Stop Work Order	Notice to comply	Legal action	Corrected within 10 business days	NOT corrected within 30 Days
1	1	**EXAMPLE:** Nirvana Estates	**EXAMPLE:** 12/12/09	**EXAMPLE:** Light Rain	**EXAMPLE:** Yes	1	**EXAMPLE:** Yes	1	1	1	1	1	1	1	**EXAMPLE:** Hydroseed washout, Straw wattles/silt fence not working, Excessive run-on from upslope, Active treatment daily log not kept, Soil stockpile not covered, concrete washwater in storm drain		1					1				
1		**EXAMPLE:** Nirvana Estates	**EXAMPLE:** 12/19/09	**EXAMPLE:** Clear	**EXAMPLE:** No		**EXAMPLE:** See previous entry								**EXAMPLE:** All problems observed on 12/12/09 were fixed	1			**EXAMPLE:** New hydroseed, wattles. Restaked silt fence. Log OK. Stockpile covered. Concrete washout area OK.						1	
1	1	**EXAMPLE:** Serenity Subdivision	**EXAMPLE:** 12/13/2009	**EXAMPLE:** Clear	**EXAMPLE:** No		**EXAMPLE:** No							1	**EXAMPLE:** Sawcutting slurry in stormdrain.		1			1							
1		**EXAMPLE:** Serenity Subdivision	**EXAMPLE:** 12/20/2009	**EXAMPLE:** Heavy rain	**EXAMPLE:** Yes		**EXAMPLE:** See previous entry								**EXAMPLE:** No problem	1			**EXAMPLE:** Sawcutting slurry removed from storm drain.						1	

Total # Inspections	Total # Sites
4	2

Summary of violations by BMP category

	Erosn Control	Sed Control	Runoff/Runon	ActiveTreatmt	Site Mgt	NonStormwtr	Illicit Dischg
No. of sites disturbing ≥ 1 acre: 1	1	1	1	1	1	1	2
No. of sites disturbing < 1 acre: 1							
Total problems: 8							
Percentage by BMP category	13%	13%	13%	13%	13%	13%	25%

Total sites with Problems Fixed: 2

Summary of enforcement actions

	Verbal warn.	Written warn.	Stop work	Notice comply	Legal action
	1	0	1	0	0
Total enforcemt actions: 2					
Percentage within enforcement category:	50%	0%	50%	0%	0%

Timeframe of corrections

Total corrected within 10 business days	Total NOT corrected within 30 days
2	0
% of sites corrected w/in 10 bus. Days	Percentage NOT corrected in 30 days
100%	0%

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

[2] Answer Yes or No only once for each site. 1=Yes, 0=No.

4/1/2010

Construction Site Compliance Workshop
December 3, 2009

The Mission Blue Center
475 Mission Blue Drive
Brisbane

AGENDA

8:30 AM	**Registration and Continental Breakfast**
9:00	**Welcome and Introduction** Xavier Fernandez, San Francisco Estuary Partnership
9:05	**The Municipal Regional Permit (MRP) – What You Need to Know** Laura Prickett, EOA Inc.
9:35	**Understanding the New State General Construction Permit** Scott Taylor, RBF Consulting
10:35	**Break**
10:50	**The Water Board Inspection Program in San Mateo County** Christine Boschen, San Francisco Regional Water Quality Control Board
11:30	**Lunch** (To be provided) **& Vendor Exhibition**
12:30	**SWPPPs, State and Municipal Requirements, Compliance** Scott Taylor, RBF Consulting
1:15	**Sediment, Erosion Control and Construction Site Pollution Prevention** Scott Taylor, RBF Consulting
2:15	**Break**
2:30	**Group Exercise – Developing a SWPPP Site Map and Erosion Control Plan**
3:30	**Adjourn - Vendor Exhibition**

Construction Stormwater Workshop

San Mateo, December 3, 2009

Last Name	First Name	Affiliation	Signature
Ahmed	Muneer	Town of Colma	
Aiello	Joseph	Town of Atherton	
Albert	Evan	City of San Mateo Public Works	
Alderson	Erika	BKF Engineers	
Alvarez	Priscilla	County of San Mateo Parks	
Anderson	Tim	Town of Hillsborough	
Arellano	John	City of Daly City	
Banks	Sterling	Rain for Rent	VENDOR - NOT HERE
Bastian	Jeff	City of Daly City	
Bernardi	Marc	White Cap	VENDOR - NOT HERE
Biland	Eric	BKF Engineers	
Blasco	John	CH2M HILL	
Boraston	Geoff	Granite Construction	
Boscacci	Ed	BKF Engineers	
Bourland	Beau	San Mateo County - Dept. of Parks	
Broestl	Bob	City of Millbrae	

Construction Stormwater Workshop

San Mateo, December 3, 2009

Last Name	First Name	Affiliation	Signature
Burlison	Summer	County of San Mateo Planning & Building	
Campbell	Ben	County of San Mateo Planning & Building	
Castaneda	James	San Mateo County	
Cazarez	Pablo	Rain for Rent	VENDOR
Chan	Catherine	Town of Hillsborough	
Chen	Alice	County of San Mateo Planning & Building	
Chen	Jen	Town of Hillsborough	
Cittadini	Kevin	Town of Atherton	
Claycomb	Elizabeth	City of Pacifica	
Dahu	Nader	City of San Bruno	
Del Ben	Richard	City of Redwood City	
Donigan	Mark	San Mateo County - Dept. of Parks	
Ebo	Florian	City of Millbrae	
Egter van Wissekerke	Debbi	SFEP	STAFF
Fabry	Matt	City of Brisbane	
Felix	Cecil	SF Bay Water Board	SPEAKER

Construction Stormwater Workshop

San Mateo, December 3, 2009

Last Name	First Name	Affiliation	Signature
Fernandez	Xavier	SFEP	STAFF
Fischer	Stephen	San Mateo County Public Works	
Fitzgerald	Dave	City of Redwood City	
Fulford	Daniel	City of South San Francisco	
Gallegos	Sean	City of Half Moon Bay	
Gomery	Jane	City of Burlingame	
Gomes	Richard	San Mateo County Public Works	
Graham	Doug	Profile Products	VENDOR
Gschwend	Tony	Gschwend & Company APC	
Hammer	Kristina	Rain for Rent	VENDOR
Hathaway	Mark	City of San Mateo	
Herzberg	Sam	San Mateo County Parks	
Holbrook	Dave	County of San Mateo Planning & Building	
Horrisberger	Christina	City of Pacifica	
Hovland	Christina	EOA, Inc.	STAFF
Humpal Stanfer	Chuck Ryan	BKF Engineers	

Construction Stormwater Workshop

San Mateo, December 3, 2009

Last Name	First Name	Affiliation	Signature
Jones	Duncan	Town of Atherton	
Justimbaste	Eva	City of Burlingame	
Kenyon	Michelle	City of San Mateo Public Works	
Kim	Phillip	City of Redwood City	
Kinnon	Kiley	City of Burlingame	
Lam	Aaron	City of San Mateo Public Works	
Lecel	Rob	City of South San Francisco	
Leung	Camille	County of San Mateo Planning & Building	
Lewis	Terrence	City of Redwood City	
Lim	Khee	City of Millbrae	
Lo	Jason	City of Pacifica	
Lockman	Gary	San Mateo County Parks	* CO WORKER PICKED UP PACKET
Lor	Chai	City of Pacifica	
Lowe	Pam	City of Menlo Park	
Lowrie	Mik	City of Burlingame	
Loy	Whitney	City of Menlo Park	

Construction Stormwater Workshop

San Mateo, December 3, 2009

Last Name	First Name	Affiliation	Signature
Lynn	Diane	City of Belmont	
Maharaj	Umesh	City of San Bruno	
Mansfield	Jason	BKF Engineers	
Mao	Shaun	City of Menlo Park	
McLeod	Keith	City of Menlo Park	
Miranda	Luca	City of San Bruno	
Morse	Tom	BKF Engineers	
Mullins	John	Town of Hillsborough	
North	Simon	BKF Engineers	
Noyer	Pamela	County of San Mateo Parks	
Pacini	Ken	City of San Mateo	
Padilla	Tino	City of San Bruno	
Prickett	Laura	EOA, Inc.	STAFF
Prudhel	Cassandra	City of South San Francisco	
Quan	Martin	City of San Mateo Public Works	
Riddell	Anthony	City of Millbrae	

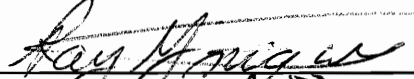
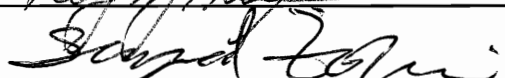
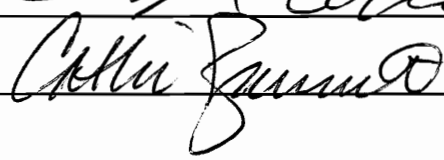
Construction Stormwater Workshop

San Mateo, December 3, 2009

Last Name	First Name	Affiliation	Signature
Ritchie	Hae Won	City of Daly City	
Rogers	David	City of Pacifica	
Sangiacomo	Nat	City of Daly City	
Schaller	Mike	County of San Mateo Planning & Building	
Schulze	Jack	City of Foster City	
Scott	Brian	BKF Engineers	
Shick	Ben	Schaaf & Wheeler	
Skangos	Stephanie	County of San Mateo Planning & Building	
Smith	Zachary	Rain for Rent	VENDOR - NOT HERE
Johnson ~~Swiecki~~	Ken ~~John~~	City of Brisbane	for John
Valley	Chris	City of San Carlos	
Walker	Jocelyn	City of San Mateo Public Works	
Werner	Tanisha	City of Redwood City	
Willis	Paul	City of Redwood City	
Wolff	Shoshana	City of South San Francisco	
Yau	Gilbert	City of Belmont	

Construction Stormwater Workshop

San Mateo, December 3, 2009

Last Name	First Name	Affiliation	Signature
Yniguez	Ray	Town of Hillsborough	
Zahori	Sayed	City of Redwood City	
Zammit	Cathi	City of San Mateo Public Works	

Construction Stormwater Workshop

San Mateo, December 3, 2009

Last Name	First Name	Affiliation	Signature
Chan	Susanna	City of San Mateo	(MAILED UNS)
CHAN	RAY	CITY OF SAN CARLOS	(650) 802-4201
Dillon	mike	11	
MORALES	RENE	CITY OF MENLO PARK	
[redacted]			

APPENDIX B: TABLE OF CONTENTS

SAN MATEO COUNTYWIDE
Water Pollution Prevention Program
Clean Water. Healthy Community.
www.flowstobay.org

SAN MATEO COUNTYWIDE WATER POLLUTION PREVENTION PROGRAM

New Development Subcommittee FY 2009/10 Meeting Attendance

Representing	Name	Phone Number	Meetings Attended					
			Aug	Oct	Dec	Feb	Apr	Jun
Atherton	Michael Wasmann	650/752-0518						
	David Huynh	650/752-0555					✓	✓
Belmont	Gilbert Yau	650/595-7467	✓	✓	✓		✓	✓
	Dalia Corpus	650/595-7468						✓
Brisbane	Matt Fabry (Program Coordinator)	415/508-2134	✓		✓	✓	✓	✓
	John Swiecki	415/508-2120			✓			
Burlingame	Kiley Kinnon	650/342-3727	✓	✓	✓	✓	✓	✓
	Jane Gomery							
Colma	Muneer Ahmed	650/757-8894	✓	✓	✓	✓	✓	✓
Daly City	Jeanne Naughton	650/991-8033	✓		✓	✓	✓	✓
East Palo Alto	Brad Tarr	650/853-3100						
EOA	Laura Prickett	510/832-2852 x 123	✓	✓	✓	✓	✓	✓
	Fred Jarvis	510/832-2852 x 111						
Foster City	Norm Dorais	650/286-3279						
Half Moon Bay	Steve Flint							
	Sean Gallegos (resigned)				✓	✓		
Hillsborough	Jen Chen	650/375-7488					✓	
	Catherine Chan	650/579-3353	✓	✓		✓		
Menlo Park	Shaun Mao	650/330-6753	✓	✓	✓	✓	✓	✓
	Virginia Parks	650/330-6752						
Millbrae	Khee Lim	650/259-2347						
	Florian Ebo	650/259-2446			✓	✓		✓
	Catherine Barber	650/259-2336				✓		
Pacifica	Elizabeth Claycomb	650/738-7361	✓			✓	✓	✓
	Christina Horrisberger	650/738-7444						
Portola Valley	Leslie Lambert	650/851-1700 x12	✓	✓	✓		✓	
	Chey Anne Brown	650/851-1700					✓	
Redwood City	Paul Willis	650/780-7219	✓	✓	✓	✓	✓	✓
San Bruno	Laura Russell	650/616-7038	✓	✓	✓	✓	✓	
San Carlos	Gavin Moynahan	650/802-4267	✓	✓		✓	✓	✓
San Mateo	Martin Quan	650/522-7330	✓	✓				
	Ken Pacini	650/522-7333			✓	✓	✓	✓
County of San Mateo	Camille Leung	650/363-1826	✓	✓	✓	✓	✓	✓
	Melissa Ross	650/599-1559						
South S.F.	Cassie Prudhel	650/829-3840	✓	✓		✓		✓
	Daniel Fulford				✓			
	Rob Lecel	650/829-3882					✓	
Woodside	Gratien Etchebehere	650/851-6790						
Water Board	Sue Ma					✓		

Developments Protecting Water Quality

A Guidebook of Low Impact Development Examples

SAN MATEO COUNTYWIDE
Water Pollution Prevention Program
Clean Water. Healthy Community.

December 2009

Table of Contents

Table of Contents (continued)

Page

Changes to Stormwater Quality Control Requirements

Information for Developers, Builders and Project Applicants

Why Are New Requirements Needed?

Stormwater runoff from urbanized areas remains the largest source of pollution to San Francisco Bay. Local agencies in urbanized portions of the Bay Area are responsible for controlling stormwater pollution by complying with the new Municipal Regional Stormwater Permit, issued by the State Regional Water Quality Control Board (Water Board) in October 2009.

Rain garden collects and filters parking lot runoff in Brisbane.

Overview of Stormwater Requirements

During development review, local agencies require projects to include stormwater controls, including site design measures, source controls, treatment measures, low impact development, hydromodification management, and construction BMPs, as described below. Many of these requirements have existed for years and are unchanged. See the side bar at right for new requirements.

Site Design for Water Quality

Site design measures to reduce water quality impacts include:

- Reduce impervious surfaces.
- Direct runoff from impervious surfaces to vegetated areas.

Source Controls

Source controls prevent potential pollutant sources from contacting rainfall and stormwater. Examples include:

- Roofed trash enclosures.
- Pest-resistant landscaping.
- Sanitary sewer drains for vehicle wash areas (with sewer district approval).

Contact the city where your project is located for its Local Source Control Measures list (see Contact Info on page 2).

Stormwater Treatment

Stormwater treatment measures are engineered systems that remove pollutants before stormwater reaches the storm drain system, and ultimately San Francisco Bay. Examples of stormwater treatment measures include:

- Bioretention areas / rain gardens,
- Flow-through planters,
- Vegetated swales.

Since 2006, projects that create and/or replace 10,000 square feet or more of impervious surface have required hydraulically-sized, post-construction, stormwater treatment measures. Beginning December 1, 2011, new stormwater treatment requirements, described in the sidebar at right, will go into effect.

Summary of New Requirements

The following requirements begin December 1, 2011:

- *Stormwater treatment requirements will have to be met using evapotranspiration, infiltration, and/or rainwater harvesting and reuse. Where this is infeasible, landscape-based treatment measures with underdrains may be used. (More information under "Low Impact Development," below.)*
- *The threshold for requiring stormwater treatment will drop from 10,000 to 5,000 square feet, or more, of impervious surface for the following project categories: uncovered parking areas (stand-alone or part of another use), restaurants, auto service facilities[1], and retail gasoline outlets.*

Low Impact Development

The goal of low impact development (LID) is to reduce stormwater runoff and mimic a site's predevelopment hydrology by minimizing disturbed areas and impervious cover and then infiltrating, storing, detaining, evapotranspiring (evaporating stormwater into the air directly or through plant transpiration), and/or biotreating stormwater runoff close to its source, or onsite.

LID reduces water quality impacts by preserving and re-creating natural landscape features, minimizing imperviousness, and using stormwater as a resource, rather than a waste product.

This may be accomplished by installing rain barrels or cisterns, green roofs, permeable pavement, or stormwater treatment measures designed to infiltrate or detain stormwater runoff, so that 100 percent of the amount of rainwater runoff specified in Provision C.3.d of the Municipal Regional Stormwater Permit soaks into the ground, is stored for use, evaporates, or is taken up by plants. If this is infeasible, landscape-based treatment ("biotreatment," such as bioretention areas or vegetated swales with underdrain systems that flow to the storm drain system) is allowed.

Criteria and procedures to determine feasibility are scheduled to be available in May 2011. The use of vault-based systems will be restricted, and regional criteria will be developed that may allow vault-based systems in limited types of projects.

Hydromodification Management (HM)

When land is covered with buildings and pavement, runoff enters creeks at higher rates and volumes, resulting in channel erosion, flooding and habitat loss. These changes to waterways are known as hydromodification. Hydromodification management (HM) measures are detention and/or infiltration facilities that are constructed with special discharge structures to match pre-project runoff patterns. HM requirements are different from stormwater treatment, LID, and flood control requirements.

If a project creates and/or replaces one acre or more of impervious surface, AND is located in a susceptible area, HM requirements apply. You can view the Countywide Program's HM Control Area Map, and a flyer on HM requirements, on the Countywide Program's New Development webpage (see Contact Information).

A vegetated swale in San Bruno slows and treats runoff from roadway.

Maintaining Treatment and HM Measures

Stormwater treatment measures and HM measures need ongoing maintenance to keep working properly. Applicants must prepare a maintenance plan and sign, with the applicable local agency, a maintenance agreement that runs with the land.

Construction Site Controls

Project sites are required to use construction BMPs, such as:

- Prepare and use sediment and erosion control plans.
- Minimize exposed soil by stabilizing slopes.

Projects disturbing one acre or more must comply with the statewide Construction General Permit. Visit www.swrcb.ca.gov/water_issues/programs/stormwater/construction.shtml for more information.

Will New Requirements Affect My Project?

If your permit application was deemed complete before December 1, 2009, and you "diligently pursue[2]" the project, the new requirements do not apply. If a permit application is deemed complete after December 1, 2009, and final discretionary approval is received before December 1, 2011, the new requirements will not apply. Contact the municipality for project-specific information.

Bioretention area in Daly City collects and filters runoff from adjacent impervious surfaces.

Contact Information:

- San Mateo Countywide Water Pollution Prevention Program: 650/363-4305, **www.flowstobay.org**. (For New Development webpage, click on "Businesses," then "New Development." For a list of local new development contacts, click "local permitting agency.")
- Regional Water Board staff: 510/622-2300.

[1] Auto service facilities are identified using Standard Industrial Classification Codes listed on the Countywide Program's New Development webpage (click on "New Low Impact Development requirements.")

[2] Diligent pursuance may be demonstrated by submitting supplemental plans or other documents needed for project approval.

The Alameda Countywide Clean Water Program is gratefully acknowledged for content in this brochure.

Hydromodification Management Requirements

Information for Developers, Builders and Project Applicants

Updated May 2010

What is Hydromodification?

When undeveloped land is covered with buildings and pavement, it causes more stormwater runoff to flow into creeks at faster rates. This may result in creek channel erosion, as well as flooding, habitat loss, and, in some cases, property damage. These development-induced changes to the natural hydrological processes and runoff characteristics are called hydromodification.

Example of creek bank erosion

In the past, creek bank erosion was addressed by constructing engineered channels. But this created new problems for salmon and other migratory fish, and in some locations resulted in excessive sedimentation in the channels, requiring costly maintenance.

Example of an engineered channel

What is Hydromodification Management (HM)?

New hydromodification management (HM) techniques focus on retaining, detaining or infiltrating runoff so that post-project flows and durations match pre-project conditions. Since 2007, HM has been required in susceptible areas across the Bay Area.

Does My Project Need HM?

HM requirements apply if a project creates and/or replaces one acre or more of impervious surface, is located in a susceptible area (generally areas west of El Camino Real), AND increases impervious surface over pre-project conditions. The San Mateo Countywide Water Pollution Prevention Program (SMCWPPP) has prepared an HM Control Area Map, to identify susceptible areas (see link to the New Development webpage, on back page.) SMCWPPP is a program of the San Mateo City/County Association of Governments that helps municipalities to comply with the Municipal Regional Stormwater Permit, which applies to all municipalities within San Mateo County.

Please note that projects that require HM controls typically also require water quality treatment, described in a stormwater quality requirements flyer (available at SMCWPPP's New Development webpage).

What Are the HM Requirements?

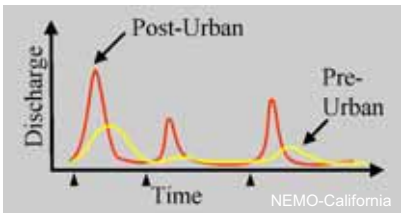
If the HM requirements apply to your project, you will need to incorporate appropriate HM controls in the project design. These controls can be categorized as:

- Hydrologic source controls (site designs) to reduce runoff,
- Flow duration controls to temporarily detain runoff, and
- In-stream measures, where conditions allow.

Hydrologic Source Controls

Hydrologic source controls are design techniques that minimize and/or slow the rate of stormwater runoff from the site. These techniques may also be called site design measures or low impact development (LID). Examples include:

- Reduce impervious surfaces,
- Drain rooftop downspouts to pervious areas,
- Use alternatives to standard surfaces, such as pervious paving or green roofs, and
- Rainwater harvesting and use.



Pre- and post-urban hydrographs show how runoff rates and volumes increase with impervious area.

Flow Duration Controls

Flow duration controls are structures designed to detain excess runoff that remains following the use of hydrologic

source controls. They have specialized outlets to gradually discharge stormwater to waterways at a level below the "critical flow" that would cause creek channel erosion. Flow duration controls are generally project-specific on-site controls. Examples of flow duration controls include:

- Extended detention basins,
- Wet ponds, and
- Underground tanks or vaults.

Flow duration controls are designed so that the post-project stormwater discharge rates and durations match the pre-project rates and durations from 10 percent of the pre-project 2-year peak flow up to the pre-project 10-year flow. Projects that require flow duration controls typically also require water quality treatment controls (see flyer on storm-water quality requirements, referenced under "For More Information"). If feasible, combining flow duration and water quality treatment into one facility will reduce the land area needed for stormwater management.

Ungrouted modular pavers are an example of a hydrologic source control (Source: Portland, OR).

New Requirements for Low-Impact Development

Starting December 1, 2011, stormwater treatment requirements must be met using evapotranspiration, infiltration, and/or rainwater harvesting and reuse, if feasible. More information is provided in a flyer on stormwater quality requirements (see "For More Information"). Integrating these low impact development (LID) designs into the site plan helps reduce changes in the site's hydrology. For projects in which it is feasible to meet stormwater treatment requirements with infiltration, evapotranspiration, and/or rainwater harvesting, it may be possible to design smaller flow duration control facilities.

Detention pond provides stormwater treatment and hydromodification management.

Bay Area Hydrology Model

The design of flow duration controls is based on hydrologic simulation modeling. To help applicants with this, SMCWPPP worked with the Santa Clara Valley Urban Runoff Pollution Prevention Program and the Alameda Countywide Clean Water Program to develop the Bay Area Hydrology Model (BAHM). On-site and regional control measures designed appropriately using the BAHM and local require-ments will meet HM requirements in the Municipal Regional Stormwater Permit. The BAHM and its user's manual can be downloaded at **www.bayareahydrologymodel.org**

In-Stream Measures

In-stream measures, or a combination of in-stream measures and on-site controls, may be allowed where erosive flows exist and there is excessive sediment, deposition, erosion, or a hardened channel. In-stream measures involve modifying the receiving creek channel to reduce the potential for erosion and sedimentation.

Maintaining HM Controls

HM controls and stormwater treatment measures need ongoing maintenance to keep working properly. During project review, applicants must prepare a maintenance plan and enter into an operation and maintenance agreement with the municipality to identify and record the party responsible for long-term maintenance of HM controls and stormwater treatment measures.

For More Information:

- SMCWPPP: 650/363-4305, **www.flowstobay.org**.
  For the New Development page, click on "Business," then "New Development."
  - ⇨ Click on "local permitting agency" for phone numbers of local stormwater programs.
  - ⇨ For the HM Control Area map, scroll to "Hydromodification Management Control Area Map."
  - ⇨ For flyer on stormwater quality requirements, scroll to "Changes to Stormwater Quality Requirements."
- Regional Water Board staff: 510/622-2300.

Notice to Project Applicants

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

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

New Restrictions on Methods of Stormwater Treatment

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

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

Beginning December 1, 2011, projects that create and/or replace 5,000 square feet or more of impervious surface related to auto service facilities[1], retail gasoline outlets, restaurants[2], and/or surface parking will be required to provide low impact development treatment of stormwater runoff. ***This requirement will apply to uncovered parking that is stand-alone, or included as part of any other development project***, and it applies to the top uncovered portion of a parking structure, unless drainage from the uncovered portion is connected to the sanitary sewer (see Provision C.3.b.ii.1 of the MRP). For all other land use categories, 10,000 square feet will remain the regional threshold for requiring low impact development, source control, site design, and stormwater treatment, although municipalities may have the authority to require treatment to the maximum extent practicable for smaller projects.

Will These Requirements Affect My Project?

- If you submitted a development application that was deemed complete before December 1, 2009, and you "diligently pursue[3]" the project, the additional, new requirements will not affect your project.
- If you submit a development application that is deemed complete after December 1, 2009, the additional, new requirements will not apply if the development application has received final discretionary approval before December 1, 2011.
- In all other cases, the additional, new requirements will apply.

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[1] Auto service facilities, described by the following Standard Industrial Classification (SIC) codes:

- 5013: Establishments primarily engaged in wholesale distribution of motor vehicle supplies, accessories, tools, equipment, and parts.
- 5014: Establishments primarily engaged in wholesale distribution of tires and tubes for passenger and commercial vehicles.
- 5541: Gasoline service stations primarily engaged in selling gasoline and lubricating oils.
- 7532: Establishments primarily engaged in the repair of automotive tops, bodies, and interiors, or automotive painting and refinishing.
- 7533: Establishments primarily engaged in the installation, repair, or sale and installation of automotive exhaust systems.
- 7534: Establishments primarily engaged in repairing and retreading automotive tires.
- 7536: Establishments primarily engaged in the installation, repair, or sales and installation of automotive glass
- 7537: Establishments primarily engaged in the installation, repair, or sales and installation of automotive transmissions.
- 7538: Establishments primarily engaged in general automotive repair.
- 7539: Specialized automotive repair such as fuel service (carburetor repair), brake relining, front-end and wheel alignment, and radiator repair.

[2] Restaurants described by SIC code 5812: Retail sale of prepared food and drinks for on-premise or immediate consumption.

[3] Diligent pursuance may be demonstrated by the project applicant's submittal of supplemental information to the original application, plans, or other documents required for any necessary approvals of the project.

New Development Subcommittee MRP Sourcebook

for Implementing Provisions

- C.3 (New and Redevelopment Controls),
- C.6 (Construction Site Controls), and
- C.13.a (Architectural Copper)

of the
Municipal Regional Stormwater Permit (MRP)

Kickoff: April 6, 2010

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New Development Subcommittee MRP Sourcebook

Table of Contents

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STAFF ONLY
Date of Building Permit: _____
Permit #: _____

NPDES PERMIT IMPERVIOUS SURFACE DATA COLLECTION WORKSHEET

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

What Projects Apply?

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

What is an Impervious Surface?

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

For More Information

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

Project Name: _____ **APN #**__ __ __ - __ __ - __ __ __

Project Description: _____

Applicant's Name: _____

Project Location: _____
(address)

1. **Project Type** (Check all that apply**):**

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

2. **Project size:**

a. Site size _____ sq. ft.

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

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

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

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

a. Check box if total proposed impervious surface is equal to or greater than:

❑ 10,000 sq. ft.: Stormwater treatment required (sizing requirements in Provision C.3.d of the MRP)

❑ 43,560 sq. ft.: Complete the Hydromodification Management (HM) Applicability Form to determine whether HM is required

b. Check box if combined area of uncovered parking lot, plus any impervious surface for auto-service facility, retail gasoline outlet, and/or restaurant, is equal to or greater than:

❑ 5,000 sq. ft.: If project is approved on or after 12/1/11, stormwater treatment may be required.

4. Type of Pesticide Reduction Measures Used (Check all that apply):

Description	Code
❑ Education	PEDU
❑ Condition of Approval	PCOA
❑ Doesn't Apply	DNA

5. Types of Low Impact Development Measures Used (check all that apply):

Description	Code
❑ Stormwater Treatment Measure	STM
❑ Source Control Measure	SCM
❑ Site Design Measure	SDM
❑ Hydromodification Management	HM

Examples of Low Impact Development Measures[2]:

Stormwater Treatment

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

Source Controls

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

Site Design

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

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

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

This section to be completed by Agency Staff

Reviewed:

Community Development Department

Planning Division: _____

Building Division: _____

Return form to: _____

Data entry performed by: _____

Public Works Department

Engineering: _____

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Hydromodification Management (HM) Applicability Worksheet

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

1. Date of Application:_____ Type of application: ❑ parcel/tentative/vesting/tract map ❑ site development review ❑ building permit

2. Project Location or Address:_____, CA

3. Project Name (if applicable): _____

4. Applicant's Name:_____
   ❑ Owner ❑ Contractor ❑ Engineer/Architect ❑ Builder/Developer

5. Applicant's Phone:_____ 7a. Fax:_____ 7b. Email:_____

6. Parcel/Tract No.: _____ 8a. Lot No.:_____ 8b. APN # _____

7. Total Lot (or Parcel/Tract) Area in Sq.Ft:_____

8. Total amount of **Impervious Surface** Created and/or Replaced (obtain from the completed Impervious Surface Form): _____ sq. ft. *If the amount is less than 1 acre (43,560 sq. ft.), HM requirements do not apply, and this form is not needed.*

9. Is the project located in an area subject to the **hydromodification** management (HM) standard? See **HM Control Areas** map at www.flowstobay.org/bs_new_development.php.

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

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

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

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

Summary of Requirements

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

Glossary of Terms

for the Hydromodification Management (HM) Applicability Worksheet

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

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

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

Municipal Regional Stormwater NPDES Permit - The San Francisco Bay Regional Water Quality Control Board's Order R2-2009-0074 issuing Waste Discharge Requirements and National Pollutant Discharge Elimination System (NPDES) Permit No. CAS612008, for the discharge of stormwater runoff from the municipal separate storm sewer systems (MS4s) of more than 70 municipalities in the San Francisco Bay Area, including the 21 municipalities within San Mateo County. The MRP may be downloaded at www.flowstobay.org/ms_municipalities.php.

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Project Applicant Checklist for NPDES Permit Requirements

I. PROJECT DATA

Project Name_____ **Project Address** _____

APN_____ - _____ - _____

Applicant Name _____ **Applicant Phone** _____

Applicant Address _____

Type of Development

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

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

[1] If ≥ 1 acre (43,560 sq. ft.) disturbed land, see Section III.

[2] If ≥ 10,000 sq. ft. of impervious surface added and/or replaced, see Section IV. If ≥ 1 acre (43,560 sq. ft.), see Sections IV and V.

[3] If impervious surface associated with a Special Land Use Category (including any uncovered parking) ≥ 5,000 sq. ft., refer to Section IV.

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

[2] Restaurants described by SIC code 5812

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

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

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

B. SOURCE CONTROL MEASURES.

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

Continued ⇒

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

- ❑ Vegetated swale[3]
- ❑ Vegetated buffer strip[3]
- ❑ Tree Well Filter[3]
- ❑ Flow-Through Planter Box[3]
- ❑ Bioretention Area/Rain Garden[3]
- ❑ Infiltration Trench
- ❑ Green Roof
- ❑ Extended Detention Basin (dry)[4]
- ❑ Media filter[4]
- ❑ Hydrodynamic separator (For projects that receive final discretionary approval on or after 12/1/11, allowed only if part of a multi-step treatment process)
- ❑ Manufactured drain insert (Not allowed unless part of a multi-step treatment process)
- ❑ Other:_____

[3] Regulated Projects (described in Section IV) will need to use Regional Water Board-approved soil specifications if project receives final discretionary approval on or after 12/1/11.

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

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

1. Stabilize all denuded areas and install and maintain all temporary erosion and sediment controls continuously between October 15th and April 15th of each year, until permanent erosion control have been established.
2. Divert on-site runoff around exposed areas and diverting off-site runoff around the site (e.g., swales and dikes).
3. Prevent erosion and trapping sediment on-site, such as sediment basins or traps, earthen dikes or berms, silt fences, check dams, storm drain inlet protection, soil blankets or mats, covers for soil stock piles, and/or other measures.
3. Provide notes, specifications, or attachments describing the following:
   a) Construction, operation and maintenance of erosion and sediment control measures, including inspection frequency;
   b) Methods and schedule for grading, excavation, filling, clearing of vegetation, and storage and disposal of excavated or cleared material;
   c) Specifications for vegetative cover and mulch, including methods and schedules for planting and fertilization;
   d) Provisions for temporary and/or permanent irrigation.

E. CONSTRUCTION BMPs. *Project plans must incorporate all of the following BMPs as project notes. Additionally, project plans must include SMCWPPP's Construction BMP page, available for download at (enter municipality website address).*

1. Store, handle, and dispose of construction materials and wastes properly, so as to prevent their contact with stormwater.
2. Control and prevent the discharge of all potential pollutants, including pavement cutting wastes, paints, concrete, petroleum products, chemicals, washwater or sediments, and non-stormwater discharges to storm drains and watercourses.
3. Use sediment controls or filtration to remove sediment when dewatering site and obtain all necessary permits.
4. Avoid cleaning, fueling, or maintaining vehicles on-site, except in a designated area where washwater is contained and treated.
5. Delineate with field markers clearing limits, easements, setbacks, sensitive or critical areas, buffer zones, trees, and drainage courses.
6. Protect adjacent properties and undisturbed areas from construction impacts using vegetative buffer strips, sediment barriers or filters, dikes, mulching, or other measures as appropriate.
7. Perform clearing and earth moving activities only during dry weather.
8. Limit and time applications of pesticides and fertilizers to prevent polluted runoff.
9. Limit construction access routes and stabilize designated access points.
10. Avoid tracking dirt or other materials off-site; clean off-site paved areas and sidewalks using dry sweeping methods.
11. The Contractor shall train and provide instruction to all employees and subcontractors regarding construction BMPs.

Continued ⇒

III. CONSTRUCTION PROJECTS THAT DISTURB ≥ 1 ACRE OF AREA — *For all projects with 1 acre or more of disturbed area, applicants must file a Notice of Intent (NOI) with the State Water Resources Control Board to obtain coverage under the State General Construction Activity NPDES Permit, and must prepare and implement a Storm Water Pollution Prevention Plan (SWPPP).* ***Note: Completion of this checklist does not imply certification of the adequacy of the SWPPP by the municipality.***

1. A copy of the project's NOI and SWPPP shall be submitted to the planning, building, or engineering department prior to issuance of a grading or building permit.
2. A copy of the project's NOI and SWPPP shall be kept on-site and made available for review by the municipal inspector upon request.

IV. REGULATED PROJECTS - *The following requirements apply to projects that add and/or replace 10,000 sq. ft. or more of impervious surface, and are therefore Regulated Projects under the Municipal Regional Stormwater Permit (MRP). These requirements will also apply to any Special Land Use Category project that adds and/or replaces 5,000 sq. ft. or more of impervious surface, if it receives final discretionary approval on or after December 1, 2011. These requirements do not apply to one single-family residence that is not part of a larger plan of development.*

1. Incorporate site design measures (see Section IIA).
2. Incorporate all applicable source control measures listed in the municipality's Local Source Control Measures List.
3. Enter into an agreement of responsibility and funding for ongoing operation and maintenance of stormwater treatment measure(s).
4. Treatment measure design must be consistent with Vector Control Plan requirements (Appendix F of the C.3 Technical Guidelines - link at end of this section).
5. If project receives final discretionary approval on or after 12/1/11, the design volume of stormwater runoff must be infiltrated, evapotranspired and/or captured and reused, unless the City/County determines it is infeasible based on creitera and procedures it develops, in which case biotreatment (NOT vault-based treatment) may be used.
6. Hydraulically size stormwater treatment measures, as follows. (For more details see the C.3 Technical Guidance – link at end of this section).
   - ❑ A flow-based treatment measure hydraulically sized to manage the flow of runoff produced by a rain event equal to at least 0.2 inches per hour; or
   - ❑ A volume-based treatment measure hydraulically sized to capture 80 percent or more of the volume of annual runoff, using local rainfall data.
   - ❑ A treatment measure that uses a combination of flow and volume capacity, hydraulically sized to treat 80 percent or more of the total runoff over the life of the project, using local rainfall data.

Note: the C.3 Technical Guidance may be downloaded at *www.flowstobay.org/bs_new_development.php*.

V. HYDROMODIFICATION MANAGEMENT PROJECTS – *If your project creates and/or replaces 1 acre or more of impervious surface, it may be considered a Hydromodification Management (HM) Project under the Municipal Regional Stormwater Permit (MRP). The agency may complete an HM Applicability Form, to determine if HM controls are required. For more information on HM, go to www.flowstobay.org/bs_new_development.php. The following requirement applies to HM Projects, which create and/or replace 1 acre or more of impervious surface and are located in areas subject to HM:*

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

Reviewed by:

Planning: _____ date / /

Engineering: _____ date / /

Building: _____ date / /

Source Control Measures Guidance and Model List

Updated June 15, 2010

Background

The Countywide Program has updated its model list of source control measures, for use by the municipalities to meet requirements in the provisions of the Municipal Regional Stormwater Permit (MRP) that are briefly summarized below.

- For all development projects subject to the municipality's planning, building, development or other comparable review, which are not "Regulated Projects" (see next bullet), the municipality shall encourage the inclusion of adequate source control measures listed in Provision C.3.a.i(7). (The source controls listed in this provision are included in the Model List.)
- For all "Regulated Projects,"[1] the municipality shall require all applicable source controls listed in Provision C.3.c.i(1). (The source controls listed in this provision are included in the Model List and are nearly identical to those listed in Provision C.3.a.i(7).)
- Municipalities shall require development projects with new or rebuilt swimming pools, hot tubs, spas and fountains to comply with requirements in Provision C.15.b.v(1). (The source controls listed in this provision are included in the Model List.)

Guidance

Municipalities may use various approaches to impose the source control requirements on development projects. Source control requirements may be provided to project applicants as submittal requirements or checklists, conditions of approval, or plan check comments, etc., depending on the particular planning process used by each municipality. These measures must be expressed as requirements, as indicated in the MRP.

The Model List identifies structural source controls to manage sources of pollutants associated with the post-construction phase of new development and redevelopment projects. Each source of pollutants identified in the model list may have one or more appropriate control measures. The source control measures in the model list are intended to be applied to projects as appropriate to the project type (for example, measures controlling "pool, spa and fountain discharges" would only apply to projects that include a pool, spa and/or fountain). Some of the control measures have optional wording, which is shown in brackets [optional wording in brackets]. Each agency can

[1] "Regulated Projects" currently refers to projects that create and/or replace 10,000 square feet or more of impervious surface (stand-alone homes exempt). On December 1, 2011, "Regulated Projects" will also refer to restaurant, retail gasoline outlet, automotive service facility, and surface parking (stand-alone or part of another use) projects that create and/or replace 5,000 square feet or more of impervious surface.

choose, as appropriate, whether to make optional wording the standard in its jurisdiction, or not. Municipalities do not have to use the exact wording of a source control measure as long as the measure is equivalent in terms of preventing pollutants from reaching stormwater, groundwater, creeks and the Bay or ocean, and is consistent with the MRP.

Construction site inspections should verify that the structural source control measures required for each project are appropriately constructed and their implementation should be confirmed as part of the final inspection.

The model list does not include best management practices (BMPs) for controlling water pollution during the construction phase. Nor does it include site design measures to reduce impervious surfaces, stormwater treatment measures to remove pollutants from stormwater runoff, or hydromodification management measures to control erosive flows. These categories of stormwater controls are addressed in the Project Applicant Checklist for NPDES Requirements, which may be downloaded from the New Development Page of the Countywide Program's website, www.flowstobay.org.

MODEL LIST OF STRUCTURAL SOURCE CONTROL MEASURES

A. Illegal Dumping to Storm Drain Inlets and Waterways

On-site storm drain inlets shall be clearly marked with the words "No Dumping! Flows to Bay," or equivalent, using methods approved by the [Municipality].

B. Interior Floor Drains

Interior floor drains shall be plumbed to the sanitary sewer system and shall not be connected to storm drains [or interior floor drains are prohibited].

C. Parking Garages

Interior level parking garage floor drains shall be connected to [a water treatment device approved by the [Municipality] prior to discharging to] the sanitary sewer system. The applicant shall contact the local permitting authority and/or sanitary district with jurisdiction for specific connection and discharge requirements. [If a municipality determines that connecting to a sanitary sewer system is not practicable, the applicant may propose an alternative method of plumbing interior parking garage floor drains or addressing runoff subject to approval by RWQCB staff.]

D. Pesticide/Fertilizer Application and Irrigation

1) Landscaping shall be designed to minimize irrigation and runoff, promote surface infiltration where appropriate, minimize the use of fertilizers and pesticides that can contribute to stormwater pollution, and incorporates appropriate sustainable landscaping practices and programs such as Bay-Friendly Landscaping.

2) Structures shall be designed to discourage the occurrence and entry of pests into buildings, and thus minimize the need for pesticides. For example, dumpster areas should be located away from occupied buildings, and building foundation vents shall be covered with screens.

3) If a landscaping plan is required as part of a development project application, the plan shall meet the following conditions related to reduction of pesticide use on the project site:

   a. Where feasible, landscaping shall be designed and operated to treat stormwater runoff by incorporating elements that collect, detain, and infiltrate runoff. In areas that provide detention of water, plants that are tolerant of saturated soil conditions and prolonged exposure to water shall be specified.

   b. Plant materials selected shall be appropriate to site specific characteristics such as soil type, topography, climate, amount and timing of sunlight, prevailing winds, rainfall, air movement, patterns of land use, ecological consistency and plant interactions to ensure successful establishment.

c. Existing native trees, shrubs, and ground cover shall be retained and incorporated into the landscape plan to the maximum extent practicable.

d. Proper maintenance of landscaping, with minimal pesticide use, shall be the responsibility of the property owner.

e. Integrated pest management (IPM) principles and techniques shall be encouraged as part of the landscaping design to the maximum extent practicable. Examples of IPM principles and techniques include:

   1. Select plants that are well adapted to soil conditions at the site.
   2. Select plants that are well adapted to sun and shade conditions at the site. In making these selections, consider future conditions when plants reach maturity, as well as seasonal changes.
   3. Provide irrigation appropriate to the water requirements of the selected plants.
   4. Select pest-resistant and disease-resistant plants.
   5. Plant a diversity of species to prevent a potential pest infestation from affecting the entire landscaping plan.
   6. Use “insectary” plants in the landscaping to attract and keep beneficial insects.

4) An efficient irrigation system shall be installed in areas requiring irrigation. An example of an efficient irrigation system is one that includes a weather-based (automatic, self-adjusting) irrigation controller with a moisture and/or rain sensor shutoff, and in which sprinkler and spray heads are not permitted in areas less than 8 feet wide.

E. Pool, Spa, and Fountain Discharges

1) New or rebuilt swimming pools, hot tubs, spas and fountains must have a connection to the sanitary sewer to facilitate draining. This connection could be a drain in the pool to the sanitary sewer or a cleanout located close enough to the pool so that a hose can readily direct the pool discharge into the sanitary sewer cleanout. [Municipalities shall coordinate with local sanitary sewer agencies to determine the standards and requirements necessary for the installation of a sanitary sewer discharge location to allow draining with the proper permits from the local sanitary sewer agency.]

2) Subject to local requirements, when draining is necessary, a hose or other temporary system shall be directed into a sanitary sewer clean out. Alternatively, discharges from swimming pools, hot tubs, spas and fountains may be directed to vegetated areas that are large enough to accommodate the volume without allowing the discharged water to flow to the storm drain system or receiving water bodies.

F. Food Service Equipment Cleaning

Food service facilities (including restaurants and grocery stores) shall have a sink or other floor mat, container, equipment, and hood filter cleaning area, which is connected to a grease interceptor prior to discharging to the sanitary sewer system. The cleaning area shall be large enough to clean the largest mat or piece of equipment to be cleaned. The cleaning area shall be indoors or in a roofed area outdoors; both areas must be plumbed to the sanitary sewer. Outdoor cleaning areas shall be designed to prevent stormwater run-on from entering the sanitary sewer and to prevent stormwater run-off from carrying pollutants to the storm drain. Signs shall be posted indicating that all food service equipment washing activities shall be conducted in this area. The applicant shall contact the local permitting authority and/or sanitary district with jurisdiction for specific connection and discharge requirements. Regular maintenance and cleaning of the grease interceptor is required and may be subject to periodic inspections conducted by municipal staff.

G. Refuse Areas

1) New buildings [such as food service facilities and/or multi-family residential complexes or subdivisions] shall provide a roofed and enclosed area for dumpsters, recycling containers, compactors, and food waste containers. The area shall be designed to prevent water run-on to the area and runoff from the area and to contain litter and trash, so that it is not dispersed by the wind or runoff during waste removal.

2) Runoff from trash enclosures, recycling areas, and/or food compactor enclosures, or similar facilities shall not discharge to the storm drain system. Trash enclosure areas shall be designed to avoid run-on to the trash enclosure area. If any drains are installed in or beneath dumpsters, compactors, and tallow bin areas serving food service facilities, the drains shall be connected [to a grease removal device and/or treatment devices prior to discharging] to the sanitary sewer. The applicant shall contact the local permitting authority and/or sanitary district with jurisdiction for specific connection and discharge requirements.

H. Outdoor Process Activities/Equipment[2]

1) Process activities shall be performed either indoors or in roofed outdoor areas. If performed outdoors, the area shall be designed to prevent run-on to and runoff from the area with process activities. Examples of appropriate design to prevent run-on and runoff include using a berm or grade break.

2) Process equipment areas shall drain to the sanitary sewer system. The applicant shall contact the local permitting authority and/or sanitary district with jurisdiction for specific connection and discharge requirements. [If a municipality determines that connecting to a sanitary sewer system is not practicable, the applicant may propose an alternative method of providing for drainage of process equipment

[2] Examples of businesses that may have outdoor process activities and equipment include machine shops and auto repair shops, and industries that have pretreatment facilities.

areas, subject to approval by RWQCB staff.] The pavement should be checked periodically for cracks and fractures, which should be sealed to prevent leakage.

I. Outdoor Equipment/Materials Storage

1) All outdoor equipment and materials storage areas shall be covered [and bermed], or shall be designed to limit the potential that runoff may contact pollutants [or storm drain inlet valves shall be provided on exterior drains in the area]. Storage or maintenance/repair activities shall occur only on paved and contained areas. The pavement should be checked periodically for cracks and fractures, which should be sealed to prevent leakage.

2) Storage areas containing non-hazardous liquids, such as latex-based paint, shall be covered by a roof and/or drain to the sanitary sewer system, and be contained by berms, dikes, liners or vaults or similar spill containment devices. The applicant shall contact the local permitting authority and/or sanitary district with jurisdiction for specific connection and discharge requirements. [Or – Storage areas containing non-hazardous liquids shall be covered by a roof and contained by berms, dikes, liners, vaults, or similar spill containment devices.]

3) All on-site hazardous materials and wastes, as defined [or regulated] by the California Public Health Code and the local Certified Unified Program Agency (CUPA) must be used and managed in compliance with the applicable CUPA program regulations and the facility hazardous materials management plan approved by the CUPA authority.

J. Vehicle/Equipment Cleaning

1) Wastewater from vehicle and equipment washing operations shall not be discharged to the storm drain system. Any wastewater discharges to the sanitary sewer are subject to approval by the sanitary district with jurisdiction.

2) Commercial/industrial facilities having vehicle/equipment cleaning needs [and new residential complexes of 25 units or greater] shall either provide a roofed, bermed area for washing activities or discourage vehicle/equipment washing by removing hose bibs (faucets) and installing signs prohibiting such uses. Vehicle/equipment washing areas shall be paved, designed to prevent run-on to or runoff from the area, and plumbed to drain to the sanitary sewer. A sign shall be posted indicating the location and allowed uses in the designated wash area. The applicant shall contact the local permitting authority and/or sanitary district with jurisdiction for specific connection and discharge requirements.

3) Commercial car wash facilities shall be designed and operated such that no runoff from the facility is discharged to the storm drain system. Wastewater from the facility shall discharge to the sanitary sewer [or a wastewater reclamation system shall be installed and the wastewater reused with no discharges to the storm drain]. The applicant shall contact the local permitting authority and/or sanitary district with jurisdiction for specific connection and discharge requirements.

K. Vehicle/Equipment Repair and Maintenance

1) Vehicle/equipment repair and maintenance shall be performed in a designated area indoors, or if such services must be performed outdoors, in an area designed to prevent the run-on and runoff of stormwater.

2) Secondary containment shall be provided for exterior work areas where motor oil, brake fluid, gasoline, diesel fuel, radiator fluid, acid-containing batteries or other hazardous materials or hazardous wastes are used or stored. Drains shall not be installed within the secondary containment areas.

3) Vehicle service facilities shall not contain floor drains unless the floor drains are connected to wastewater pretreatment systems prior to discharge to the sanitary sewer, for which an industrial waste discharge permit has been obtained. The applicant shall contact the local permitting authority and/or sanitary district with jurisdiction for specific connection and discharge requirements.

4) Tanks, containers or sinks used for parts cleaning or rinsing shall not be connected to the storm drain system. Tanks, containers or sinks used for such purposes may only be connected to the sanitary sewer system if allowed by an industrial waste discharge permit. The applicant shall contact the local permitting authority and/or sanitary district with jurisdiction for specific connection and discharge requirements.

L. Fuel Dispensing Areas

1) Fueling areas[3] shall have impermeable surfaces (i.e., portland cement concrete or equivalent smooth impervious surface) that are: a) graded at the minimum slope necessary to prevent ponding; and b) separated from the rest of the site by a grade break that prevents run-on of stormwater to the maximum extent practicable.

2) Fueling areas shall be covered by a canopy that extends a minimum of ten feet in each direction from each pump. [Alternative: The fueling area must be roofed and the roof's minimum dimensions must be equal to or greater than the area within the grade break or fuel dispensing area, as defined below[3].] The canopy [or roof] shall not drain onto the fueling area.

M. Loading Docks

1) Loading docks shall be covered and/or graded to minimize run-on to and runoff from the loading area. Roof downspouts shall be positioned to direct stormwater away from the loading area. Water from loading dock areas shall be drained to the sanitary sewer [or diverted and collected for ultimate discharge to the sanitary sewer], [or if a municipality determines that discharge to a sanitary sewer system is not practicable, the applicant may propose an alternative method of providing for drainage from the loading area, subject to approval by RWQCB staff]. The

[3] The fueling area shall be defined as the area extending a minimum of 6.5 feet from the corner of each fuel dispenser or the length at which the hose and nozzle assembly may be operated plus a minimum of one foot, whichever is greater.

applicant shall contact the local permitting authority and/or sanitary district with jurisdiction for specific connection and discharge requirements.

2) Loading dock areas draining directly to the sanitary sewer shall be equipped with a spill control valve or equivalent device, which shall be kept closed during periods of operation, subject to approval by the sanitary district with jurisdiction. [Or – delete this sentence if it is inapplicable to your municipality.]

3) Door skirts between the trailers and the building shall be installed to prevent exposure of loading activities to rain, unless one of the following conditions apply: the loading dock is covered, or the applicant demonstrates that rainfall will not result in an untreated discharge to the storm drain system.

N. Fire Sprinkler Test Water

Provisions shall be made in the project design and construction to allow for the discharge of fire sprinkler test water to an onsite vegetated area. If this is not feasible, provide for discharge to the sanitary sewer subject to approval from the local permitting authority and/or sanitary district with jurisdiction.

O. Miscellaneous Drain or Wash Water

1) Boiler drain lines shall be directly or indirectly connected to the sanitary sewer system and may not discharge to the storm drain system.

2) For small air conditioning units, air conditioning condensate should be directed to landscaped areas as a minimum BMP. For large air conditioning units, in new developments or significant redevelopments, the preferred alternatives are for condensate lines to be directed to landscaped areas, or alternatively connected to the sanitary sewer system after obtaining permission from the sanitary sewer's owner. As with smaller units, any anti-algal or descaling agents must be properly disposed of. Any air conditioning condensate that is discharged to land without flowing to a storm drain may be subject to the requirements of the State Water Resources Control Board's (SWRCB) Statewide General Waste Discharge Requirements (WDRs) for Discharges to Land with a Low Threat to Water Quality.

3) Roof drains shall discharge and drain away from the building foundation to an unpaved area wherever practicable.

4) Roof top equipment including that producing air conditioning condensate [or other than that producing air conditioning condensate] shall drain to the sanitary sewer [or be covered and have no discharge to the storm drain]. The applicant shall contact the local permitting authority and/or sanitary district with jurisdiction for specific connection and discharge requirements.

5) An appropriately equipped facility that drains to the sanitary sewer must be provided for washing and/or steam cleaning activities. Sanitary connections are subject to the review, approval and conditions of the sanitary district with jurisdiction for receiving the discharge. These conditions shall be required for automotive related businesses.

MAINTENANCE AGREEMENT FOR STORMWATER TREATMENT MEASURES AND HYDROMODIFICATION MANAGEMENT CONTROLS
(Updated June 15, 2010)

RECITALS

This Stormwater Treatment Measures Maintenance Agreement ("Agreement") is entered into this [insert date] by and between the City of [insert name of City] ("City") and [insert name of property owner] ("Property Owner"), a property owner of real property described in this Agreement.

WHEREAS, On October 14, 2009, the Regional Water Quality Control Board, San Francisco Bay Region, adopted Order R2-2009-0074, the Municipal Regional Stormwater Permit (MRP) (CAS612008); and

WHEREAS, Provision C.3.h. of this MRP, and as it may be amended or reissued, requires the permittee public agencies to provide minimum verification and access assurances that all treatment measures and hydromodification management (HM) controls (if any) shall be adequately operated and maintained by entities responsible for the stormwater treatment measures and HM controls; and

WHEREAS, the Property Owner, [insert name], is the owner of real property commonly known as [insert address]_____(the "Property"), and more particularly described in the attached legal description (Exhibit XX).

WHEREAS, attached hereto as Exhibit YY is a legible reduced-scale copy of the Site Plan or comparable document showing the stormwater treatment measures and HM controls (if any) that are to be located or to be constructed on the Property; and

WHEREAS, the City is the permittee public agency with jurisdiction over the Property.

WHEREAS, the Property Owner recognizes that the stormwater treatment measure(s) and HM controls(s) (if any) more particularly described and shown on Exhibit XX, of which full-scale plans and any amendments thereto are on file with the [Planning] Department of the City of XXX must be installed and maintained as indicated in this Agreement and as required by the MRP.

WHEREAS, the City and the Property Owner agree that the health, safety and welfare of the citizens of the City require that the stormwater treatment measure(s) and HM control(s) (if any) detailed in the Site Plan or comparable document be constructed and maintained on the Property; and

WHEREAS, the City's Stormwater Management Ordinance, guidelines, criteria and other written directions require that the stormwater treatment measure(s) and HM control(s) (if any), as shown on the approved Site Plan or comparable document, be constructed and maintained by the Property Owner

THEREFORE, in consideration of the benefit received by the Property Owner as a result of the City's approval of the Site Plan, the Property Owner hereby covenants and agrees with the City as follows:

SECTION 1: CONSTRUCTION OF TREATMENT MEASURES AND HM CONTROLS

The on-site stormwater treatment measure(s) and HM control(s) (if any) shown on the Site Plan or comparable document shall be constructed by the Property Owner in strict accordance with

the approved plans and specifications identified for the development and any other requirements thereto which have been approved by the City in conformance with appropriate City ordinances, guidelines, criteria and other written direction.

SECTION 2: OPERATION & MAINTENANCE RESPONSIBILITY

This agreement shall serve as the signed statement by the Property Owner accepting responsibility for operation and maintenance of stormwater treatment measures and HM controls (if any) as set forth in this Agreement until the responsibility is legally transferred to another person or entity. Before the Property is legally transferred to another person or entity, the Property Owner shall provide to the City at least one of the following:

1) A signed statement from the public entity assuming post-construction responsibility for treatment measure and HM control maintenance and that the treatment measures and HM controls (if any) meet all local agency design standards; or

2) Written conditions in the sales or lease agreement requiring the buyer or lessee to assume responsibility for operation and maintenance (O&M) consistent with this provision, which conditions, in the case of purchase and sale agreements, shall be written to survive beyond the close of escrow; or

3) Written text in project conditions, covenants and restrictions (CCRs) for residential properties assigning O&M responsibilities to the home owners association for O&M of the treatment measures and HM controls (if any); or

4) Any other legally enforceable agreement or mechanism that assigns responsibility for the maintenance of treatment measures and HM controls (if any).

SECTION 3: MAINTENANCE OF TREATMENT MEASURES AND HM CONTROLS

The Property Owner shall not destroy or remove the stormwater treatment measures and HM controls (if any) from the Property nor modify the stormwater treatment system and HM controls (if any) in a manner that lessens their effectiveness, and shall, at Property Owner's sole expense, adequately maintain the stormwater treatment measure(s) and HM control(s) (if any) in good working order acceptable to the City and in accordance with the maintenance plan agreed hereto and attached as Exhibit XX. This includes all pipes, channels or other conveyances built to convey stormwater to the treatment measure(s) and HM control(s) (if any), as well as all structures, improvements, and vegetation provided to control the quantity and quality of the stormwater. Adequate maintenance is herein defined as maintaining the described facilities in good working condition so that these facilities continue to operate as originally designed and approved. The maintenance plan shall include a detailed description of and schedule for long-term maintenance activities.

SECTION 4: SEDIMENT MANAGEMENT

Sediment accumulation resulting from the normal operation of the stormwater treatment measure(s) and HM control(s), if any, will be managed appropriately by the Property Owner. The Property Owner will provide for the removal and disposal of accumulated sediments. Disposal of accumulated sediments shall not occur on the Property, unless provided for in the maintenance plan. Any disposal or removal of accumulated sediments or debris shall be in compliance with all federal, state and local law and regulations.

SECTION 5: NECESSARY CHANGES AND MODIFICATIONS

At its sole expense, the Property Owner shall make changes or modifications to the stormwater treatment measure(s) and HM control(s), if any, and/or the long-term maintenance plan (Exhibit XX) as may be determined as reasonably necessary by the City to ensure that treatment measures and HM controls (if any) are properly maintained and continue to operate as originally designed and approved.

SECTION 6: ACCESS TO THE PROPERTY

The Property Owner hereby grants permission to the City; the San Francisco Bay Regional Water Quality Control Board (Regional Board); the San Mateo County Mosquito Abatement District (Mosquito Abatement District); and their authorized agents and employees to enter upon the Property at reasonable times and in a reasonable manner to inspect, assess or observe the stormwater treatment measure(s) and HM control(s), if any, in order to ensure that treatment measures and HM controls (if any) are being properly maintained and are continuing to perform in an adequate manner to protect water quality and the public health and safety. This includes the right to enter upon the Property whenever there is a reasonable basis to believe that a violation of this Agreement, the City's stormwater management ordinance, guidelines, criteria, other written direction, or the MRP, and any amendments or reissuances of this permit, is occurring, has occurred or threatens to occur. The above listed agencies also have a right to enter the Property when necessary for abatement of a public nuisance or correction of a violation of the ordinance guideline, criteria or other written direction. The City, Regional Board, or the Mosquito Abatement District shall provide reasonable (as may be appropriate for the particular circumstances) notice to the Property Owner before entering the property.

SECTION 7: FAILURE TO MAINTAIN TREATMENT MEASURES AND HM CONTROLS

In the event the Property Owner fails to maintain the stormwater treatment measure(s) and HM control(s) (if any) as shown on the approved Site Plan or comparable document in good working order acceptable to the City and in accordance with the maintenance plan incorporated in the Agreement, the City, and its authorized agents and employees with reasonable notice, may enter the Property and take whatever steps it deems necessary and appropriate to return the treatment measure(s) and HM control(s) (if any) to good working order. Such notice will not be necessary if emergency conditions require immediate remedial action. This provision shall not be construed to allow the City to erect any structure of a permanent nature on the Property. It is expressly understood and agreed that the City is under no obligation to maintain or repair the treatment measure(s) and HM control(s) (if any) and in no event shall this Agreement be construed to impose any such obligation on the City.

SECTION 8: REIMBURSEMENT OF CITY EXPENDITURES

In the event the City, pursuant to this Agreement, performs work of any nature (direct or indirect), including any reinspections or any actions it deems necessary or appropriate to return the treatment measure(s) and HM control(s) (if any) in good working order as indicated in Section 8, or expends any funds in the performance of said work for labor, use of equipment, supplies, materials, and the like, the Property Owner shall reimburse the City, or shall forfeit any required bond upon demand within thirty (30) days of receipt thereof for the costs incurred by the City hereunder. If these costs are not paid within the prescribed time period, the City may assess the Property Owner the cost of the work, both direct and indirect, and applicable penalties. Said assessment shall be a lien against the Property or may be placed on the property tax bill and collected as ordinary taxes by the City. The actions described in this section are in addition to and

not in lieu of any and all legal remedies as provided by law, available to the City as a result of the Property Owner's failure to maintain the treatment measure(s) and HM control(s) (if any).

SECTION 9: INDEMNIFICATION

The Property Owner shall indemnify, hold harmless and defend the City and its authorized agents, officers, officials and employees from and against any and all claims, demands, suits, damages, liabilities, losses, accidents, casualties, occurrences, claims and payments, including attorney fees claimed or which might arise or be asserted against the City that are alleged or proven to result or arise from the construction, presence, existence or maintenance of the treatment measure(s) and HM control(s) (if any) by the Property Owner or the City. In the event a claim is asserted against the City, its authorized agents, officers, officials or employees, the City shall promptly notify the Property Owner and the Property Owner shall defend at its own expense any suit based on such claim. If any judgment or claims against the City, its authorized agents, officers, officials or employees shall be allowed, the Property Owner shall pay for all costs and expenses in connection herewith. This section shall not apply to any claims, demands, suits, damages, liabilities, losses, accidents, casualties, occurrences, claims and payments, including attorney fees claimed which arise due solely to the negligence or willful misconduct of the City.

SECTION 10: NO ADDITIONAL LIABILITY

It is the intent of this agreement to insure the proper maintenance of the treatment measure(s) and HM control(s) (if any) by the Property Owner; provided, however, that this Agreement shall not be deemed to create or effect any additional liability not otherwise provided by law of any party for damage alleged to result from or caused by storm water runoff.

SECTION 11: PERFORMANCE FINANCIAL ASSURANCE

The City may request the Property Owner to provide a performance bond, security or other appropriate financial assurance providing for the maintenance of the stormwater treatment measure(s) and HM control(s) (if any) pursuant to the City's ordinances, guidelines, criteria or written direction..

SECTION 12: TRANSFER OF PROPERTY

This Agreement shall run with the title to the land and any portion thereof. The Property Owner further agrees whenever the Property or any portion thereof is held, sold, conveyed or otherwise transferred, it shall be subject to this Agreement which shall apply to, bind and be obligatory to all present and subsequent owners of the Property or any portion thereof.

SECTION 13: SEVERABILITY

The provisions of this Agreement shall be severable and if any phrase, clause, section, subsection, paragraph, subdivision, sentence or provision is adjudged invalid or unconstitutional by a court of competent jurisdiction, or the applicability to any Property Owner is held invalid, this shall not affect or invalidate the remainder of any phrase, clause, section, subsection, paragraph, subdivision, sentence or provision of this Agreement.

SECTION 14: RECORDATION

This Agreement shall be recorded by the Property Owner within [insert number of days]____ days after the execution date of this Agreement in the County Recorder's Office of the County of San Mateo, California at the Property Owner's expense. The City reserves the option to record this Agreement.

SECTION 15: RELEASE OF AGREEMENT

In the event that the City determines that the stormwater treatment measures and HM control(s) (if any) located on the Property are no longer required, then the City, at the request of the Property Owner shall execute a release of this Maintenance Agreement, which the Property Owner shall record in the County Recorder's Office at the Property Owner's expense. The City reserves the option to record such release of this Maintenance Agreement. The stormwater treatment measure(s) and HM control(s) (if any) shall not be removed from the Property unless such a release is so executed and recorded.

SECTION 16: EFFECTIVE DATE AND MODIFICATION

This Agreement is effective upon the date of execution as stated at the beginning of this Agreement. This Agreement shall not be modified except by written instrument executed by the City and the Property -Owner at the time of modification. Such modifications shall be effective upon the date of execution and shall be recorded.

_____ _____

Signature for the City Date

_____

Type or print name and title

_____ _____

Property Owner Signature Date

_____

Type or print Property Owner name and address

SAN MATEO COUNTYWIDE
Water Pollution Prevention Program

Municipality:_____
Date:_____
Facility has closed or Facility Information has changed: ☐ yes ☐ no

Model Stormwater Treatment or Hydromodification Management (HM) BMP O&M Verification Inspection Report Form

Reason for Inspection: ☐ First Inspection (required within 45 days of installation) ☐ Routine Inspection ☐ Response to Complaint ☐ Follow-up				Follow-up Inspection Due:
NAME OF FACILITY		SITE ADDRESS		ID# OR APN
CONTACT NAME	PHONE	PROJECT TYPE/ACTIVITY	SIC	Map Code:
Is the property owner different than the facility owner? ☐ yes ☐ no		If yes, complete the following:		Location:
NAME MAILING ADDRESS		CONTACT: TITLE:	PHONE	
Is the BMP Operator different than the facility owner? ☐ yes ☐ no		If yes, complete the following:		
NAME MAILING ADDRESS		CONTACT: TITLE:	PHONE	

Needed maintenance noted for the Treatment and/or HM BMPs below shall be completed within 30 days and notification of correction faxed, emailed or mailed to the over sight agency.

Treatment BMP Type (Numbers in parentheses correspond to fact sheets in CASQA's New Development Handbook)	No visible problems	**Needed Maintenance**																					
		Trash or Debris	Pollutants	Rodent Holes	Hazardous Trees/Brush	Erosion or Scouring	Excessive Sediment	Liner Condition (if visible)	Spillway/Berm Damaged, Settled	Damaged Trash Rack or Screen	Inlet/Outlet	Security (fence, gates)	Coating/Paint	Standing Water	Mosquitoes/ Other Insects	Flow Spreader/ Equalizer	Invasive Weeds or Vegetation	Poor Vegetation Cover < 90%	Pedestrian Path Devegetation/ Compaction	Vegetation Too Tall	Odors		
Vegetated Swale (TC-30)																							
Extended Detention Basin (TC-22)																							
Bioretention Facility (TC-32)/ Flow-Through Planter																							
Vortex Separator (MP-51)																							
Infiltration Basin (TC-11)																							
Water Quality Inlets –Oil/ grit/water Separator (TC-50)																							
Media Filters - Sand Filters (TC-40)																							
Drain Inserts (MP-52)																							
HM Tank or Vault																							
Other_____																							

COMMENTS Date Treatment/HM BMP Installed (for first inspection only)_____ Maintenance Documentation Reviewed? ☐ yes ☐ no Maintenance required in storm drain system? ☐ yes ☐ no

BMP brochures distributed? ☐ Describe: Follow-up Required? ☐ Yes ☐ No ☐ Comments:

PRIORITY FOR RE-INSPECTION: ☐ 1. First ☐ 2. Second ☐ 3. Third REQUIRED COMPLIANCE DATE _____ DATE CORRECTED _____

ENFORCEMENT: ☐ None ☐ Verbal Notice ☐ Warning Notice ☐ Administrative Action ☐ Administrative Action w/ Penalty &/or Cost Recovery ☐ Legal Action

O&M Representative:_____ Inspector: _____

Needed Maintenance	Conditions When Maintenance Is Needed
Trash or Debris	Treatment or HM BMP: Trash, debris, or litter dumped or accumulated in BMP. Vortex separator floatables should be removed according to maintenance plan. Check for mulch washout.
Pollutants	Treatment BMP: Any evidence of oil, gasoline, improper pesticide or fertilizer use, or other visible pollutants.
Rodent Holes	Extended Detention or HM Basin: If facility acts as dam/berm, any evidence of rodent holes or water piping through dam/berm via rodent holes.
Hazardous Trees/ Brush	Extended Detention or HM Basin: Growth does not allow access or interferes with maintenance; dead, diseased or dying trees. Growth >4 ft. high on berms/emergency spillway or covering >10% of spillway.
Erosion or Scouring	Treatment or HM BMP: Eroded or scoured bottom due to flow channelization or higher flows. Extended Detention or HM Basin: Side slopes eroded >2 inches deep where cause of damage is present or there is potential for continued erosion; Erosion on compacted berm embankment.
Excessive Sediment	Vegetated Swale/Bioretention: Sediment accumulated >2 inches deep on vegetation. Extended Detention or HM Basin: Accumulated sediment >10% of designated basin depth or affects inletting/outletting condition of facility.
Liner Condition (if visible)	Extended Detention or HM Basin: Liner is visible and has more than 3, ¼-inch holes in it.
Spillway/Berm Damaged, Settled	Extended Detention or HM Basin: Spillway and/or berm settlement is 4 inches lower than design elevation. Rock missing & soil exposed at top of spillway or outside slope.
Damaged Trash Rack or Screen	Treatment or HM BMP: Trash/debris plugging openings in barrier. Vortex Separator: Screen damaged. Extended Detention or HM Basin: Bars missing, loose, bent out of shape or deteriorating due to excessive corrosion.
Inlet/Outlet Condition	Treatment or HM BMP: Inlet/outlet areas clogged with sediment, vegetation and/or debris. Check any high-flow bypass for clogging. Extended Detention or HM Basin: Debris barrier missing or not attached to pipe.
Security (fence, gates, and/or covers)	Treatment or HM BMP: Any defect or damage to fence/gate that prevents easy entry to the BMP and/or cover for below surface BMPs.
Coating/Paint	Treatment BMP: Parts that are corroding or have scaling paint.
Standing Water	Treatment or HM BMP: When water stands in BMP for longer than 5 days between storms and does not drain freely, unless this is part of the BMP's design. Check for irrigation problems.
Mosquitoes/Other Insects	Treatment or HM BMP: If mosquitoes or mosquito larvae are present in a BMP, contact the San Mateo County Mosquito Abatement District at (650) 344-8592 or http://smcmad.org/index.html. Insects such as wasps and hornets interfere with maintenance activities.
Flow Spreader	Vegetated Swale/Bioretention: Spreader uneven/clogged (flow not uniformly distributed over entire swale width).
Invasive Weeds or Vegetation	Treatment or HM BMP: Examples - Arundo, Castor Bean, Cattails, Pampas Grass, Tamarisk, Willows, Morning Glory, English Ivy, Blackberry, Scotch Broom, or Poison Oak. Vegetated Swale/Bioretention: Planted vegetation becomes excessively tall; nuisance vegetation/weeds start to take over.
Poor Vegetation Coverage < 90%	Treatment or HM BMP: Check for mulch failure. Vegetated Swale: When planted vegetation is sparse, bare or eroded patches occur in >10% of swale bottom. Bioretention: Ten percent of plants have died and not been replaced.
Pedestrian Path Devegetation/Compaction	Vegetated Swale/Bioretention: Pedestrian trails are forming or been established that are devegetating portion of BMP and compacting soil.
Odor	Treatment or HM BMP: Any odor associated with the accumulation and decomposition of pollutants or other material in the BMP that is causing a nuisance.

SAN MATEO COUNTYWIDE
Water Pollution Prevention Program
Clean Water. Healthy Community.
www.flowstobay.org

2010 New Development Workshop

Complying with New Requirements of the Municipal Regional Stormwater Permit's Provision C.3

Mission Blue Conference Center
475 Mission Blue Drive, Brisbane
Wednesday, May 26, 2010

Agenda

Early Registration for Basic Training (and Refreshments)	8:00 – 8:15
Basic Training on Stormwater Post-Construction Controls *Learn (or refresh your memory) about pre-MRP stormwater requirements and key concepts such as stormwater treatment, hydromodification management, etc.* Laura Prickett – *EOA, Inc.*	8:15 – 9:00
Registration and Refreshments (for registrants not attending Basic Training)	**9:00 – 9:20**
Introductory Remarks Matt Fabry – *San Mateo Countywide Water Pollution Prevention Program*	9:20 – 9:30
MRP Requirements for New Development Laura Prickett – *EOA, Inc.*	9:30 – 10:15
Practical Applications of Rainwater Harvesting Bill Wilson – Carlile Macy	10:15 – 11:00
BREAK	11:00 – 11:15
How Are Stormwater Treatment Measures Working at Serramonte Library? Project Description and Initial Water Quality Monitoring Results Jonathan Buck – *ENGEO* Nicole David - *San Francisco Estuary Institute*	11:15 – 12:00

LUNCH (provided on-site)	12:00 – 1:00
Overcoming Obstacles to Low Impact Development in Silicon Valley Mike Campbell – *HMH Engineers*	1:00 – 1:30
Case Study: Desiging Stormwater Treatment Measures to Meet Hydromodification Management Requirements Ed Boscacci, *BKF Engineers*	1:30 – 2:00
BREAK	2:00 – 2:15
Green Roofs: Addressing Challenges through Creative Design Sarah Sutton – *Design, Community and Environment*	2:15 – 3:00
Closing Remarks Matt Fabry, *San Mateo Countywide Water Pollution Prevention Program*	3:00 – 3:15

SMCWPPP 2010 New Development Workshop
Sign-in

X	Last Name	First Name	Municipality
X	Ahmed	Muneer	Colma
X	Alvarez	Leticia	Belmont
X	Anderson	Tim	Hillsborough
X	Anderson	Will	San Bruno
X	Bautista	Sam	South San Francisco
X	Boscacci	Ed	BKF **(speaker)**
X	Boyle	Chris	DES Architects & Engineers
X	Brown	CheyAnne	Portola Valley
X	Buck	Jonathan	ENGEO **(speaker)**
X	Campbell	Mike	HMH **(speaker)**
	Chan	Catherine	Hillsborough
X	Chan	Ernest	DES Architects & Engineers
X	Chan	Susanna	San Mateo
X	Chavez	Angela	San Mateo County
	Chen	Jen	Hillsborough
X	Chen	Lucy	East Palo Alto
X	Chuck	Dennis	South San Francisco
X	Claycomb	Elizabeth	Pacifica
X	Corpus	Dalia	Belmont
X	Dahu	Nader	San Bruno
X	David	Nicole	SFEI **(speaker)**
X	DiDonato	Damon	Belmont
X	Dunning	Amy	Wilsey Ham
X	Ebo	Florian	Millbrae
X	Etchebehere	Gratien	Woodside
X	Fabry	Matt	Brisbane **(speaker)**
X	Farbstein	Kathryn	Pacifica
X	Field	Rosemary	Belmont
X	Gomery	Jane	Burlingame
X	Gross	Billy	South San Francisco
X	Hathaway	Mark	San Mateo
X	Heap	Gary	San Mateo
X	Hovland	Christina	EOA
X	Huynh	David	Atherton
X	Johnson	Ken	Brisbane
X	Kenyon	Michelle	San Mateo
X	Kinnon	Kiley	Burlingame
	Kubo	Greg	Robert A. Bothman, Inc.
	Latu	John	East Palo Alto
X	Lecel	Rob	South San Francisco
X	Lee	Richard	San Mateo County
X	Lewis	Jill	San Carlos
X	Lim	Lily	Pacifica

SMCWPPP 2010 New Development Workshop
Sign-in

X	Last Name	First Name	Municipality
X	Loy	Whitney	Menlo Park
X	Lu	Quan	EOA
X	Mao	Shawn	Menlo Park
X	Marelich	Mark	San Mateo County
X	Matthews	Mark	Millbrae
X	Mothershead	Tatum	Daly City
X	Moynahan	Gavin	San Carlos
X	Munar	Kelvin	South San Francisco
X	Naughton	Jeannie	Daly City
X	Neuebaumer	Matt	San Bruno
X	Nolfi	Mark	Belmont
X	Olalla	Claudia	Redwood City
X	Pacini	Ken	San Mateo
X	Prickett	Laura	EOA
X	Prudhel	Cassie	South San Francisco
X	Riddell	Anthony	Millbrae
X	Ross	Melissa	San Mateo County
X	Russell	Laura	San Bruno
	Shu	Diana	San Mateo County
X	Sutton	Sarah	DCE **(speaker)**
X	Tan	Andy	South San Francisco
X	Vergara	Anthony	San Mateo
X	Voong	Victor	Burlingame
X	Wong	Wing	San Bruno
X	Yau	Gilbert	Belmont
X	Yniguez	Ray	Hillsborough
	D'Agostino	Maria	Redwood City
	Davenport	Tom	San Mateo County
	Bowyer	Dale	Water Board
	Wilson	Bill	Carlisle Macy (speaker)
	Lim	Knee	Millbrae

Complying with the New Requirements of the Municipal Regional Stormwater Permit's Provision C.3
Summary of Evaluation Survey Responses
Thursday, May 26, 2010

Number of attendees (not including speakers, workshop staff): 60
Number of surveys completed: 22

1. Please rate the usefulness of the session "Basic Training on Stormwater Post-Construction Controls."
Speaker: Laura Prickett

12-Very Useful 7-Useful 0-Not Useful 3-Did not attend

Comments:
Very good. In the future, add a couple of things to basic training. 1) You don't treat all the water, just what is required by the sizing criteria. 2) Mention the concept of O & M and required inspections.

The only negative comment I have is that every workshop there always seems to be someone the very back of the room who cannot be quiet. As I was sitting close to the back, I missed some of the content because a person behind me was talking throughout the entire basic training session. I believe those who are in need of basic training and the introduction to stormwater as it pertains to ND benefited greatly from her presentation.

This was very useful for staff that is not familiar with Stormwater management.

I had grumbled with my coworkers about going to the early session but I am glad I did!

Excellent coverage of a large volume of relevant matter. Laura's delivery pace is a bit too rapid. I would suggest reducing the amount of material and slowing the pace of verbal narrative.

I was unaware that construction controls were not part of the workshop. Otherwise I found the introduction very useful.

good review

2. Please rate the usefulness of the session "MRP Requirements for New Development."
Speaker: Laura Prickett

17-Very Useful 4-Useful 0-Not Useful 1-No Answer

Comments:
Laura is very knowledgeable and speaks in a manner that is easy to understand and is not intimidating.

Laura did an excellent job presenting the highlights of the MRP. Just enough information, not too technical.

Excellent coverage of a large volume of relevant matter. Laura's delivery pace is a bit too rapid. I would suggest reducing the amount of material and slowing the pace of verbal narrative.

Very good presentation of new requirements, the history of the current requirements, and differences between General Construction Permit and MRP. Good handouts for reference as well.

I thought Ms. Prickett was organized and articulate.

great info and links

3. Please rate the usefulness of the session “Practical Applications of Rainwater Harvesting”
Speaker: Bill Wilson

4-Very Useful 14-Useful 3-Not Useful 1-No Answer

Comments:
The speaker included too much information, it would have been nice if there would have been more practical information on how Rainwater Harvesting can be incorporated into projects.

Bill is amazing. I only wish there was more time to listen to him speak about his past experiences both in Sustainable practices and applications pertaining to ND and in regard to the watershed approach and his experience in oceanographic exploration related to pollution and stormwater. A humble man, and a presentation I would gladly sit through again and again. WOW!

Bill's presentation was very useful but he ran out of time. He had lots of real world examples that I find very helpful.

Bill's presentation was just ok. Bill should focus on a couple good examples of rain harvesting projects instead of presenting too many projects. The session was a little too long and I started to lose focus.

Good topic coverage of emerging technology.

Not sure where he was getting his cost figures, but they seemed on the very low side to me. Kind of glossed over the interaction and coordination needed by the health dept in approving these systems. And still not convinced how California is really viable for these types of systems. Perhaps on a residential scale, but not necessarily for large commercial ventures.

Smaller scale examples would be helpful as many of our projects are not ginormous schools, complexes or campuses.

I found this session interesting and useful for changing thoughts.

Not very useful for our municipality, or really any Bay Area jurisdiction, in my opinion.

4. Please rate the usefulness of the session “How are Stormwater Treatment Measures Working at Serramonte Library?”
Speakers: Jonathan Buck, Nicole David

11-Very Useful 9-Useful 1-Not Useful 1-No Answer

Comments:
The results of the testing were a little too technical. A summary would have been enough.

It is very interesting to see the results of a project that was completed just recently yet is already exceeding its intended purpose and flow reduction targets. I only wish the completion of this project had automatically resulted in people changing their behaviors related littering. I wish that Nicole had offered some information on her previous experiences as a research diver, but unfortunately I understand that this is off the subject.

Great approach - I like seeing from the private sector perspective (Jonathon) and the regulatory agency's perspective (Nicole). I thought Nicole got a little too bogged down in scientific details.

Good speaker and topic. I heard him talk about this topic before.

Was not really useful knowledge.

One of the attendees touched on the maintenance issue. My sense is that it was getting short shrift. The Library project was a good opportunity to follow-up maintenance, and I don't think it was fully taken advantage of.

I thought this was great for informing on "how to" and what some of the "how not to ".

5. Please rate the usefulness of the session “Overcoming Obstacles to Low Impact Development in Silicon Valley”
Speaker: Mike Campbell

10-Very Useful 11-Useful 0-Not Useful 1-No Answer

Comments:
Good information regarding regulations that are now hurdles in regard to meeting the current requirement. Good speaker.

I really like Mike's discussion and found his information spot on. He even inserted some humor which is always appreciated.

Very good presentation, including actual experiences with dealing with local governments and developers.

Real life challenges were valuable to hear.

6. Please rate the usefulness of the session “Case Study: Designing Stormwater Treatment Measures to Meet HM Requirements”
Speaker: Ed Boscacci

3-Very Useful 14-Useful 4-Not Useful 1-No Answer

Comments:
Good presentation, lots of info covered in a very short time and I definitely needed somewhat of a refresher regarding HM.

This session was not as useful because things haven't been implemented yet. Ed kept it short which was good, too.

Very difficult to understand Ed and his presentation.

Very good presentation.

Good, but perhaps more photos of actual HM installations would have helped.
He does make some good points about trying to standardize the components of BMP's, such as the engineered soil used for bioswales, to assist cities in their review of the plans, contractors in pricing, and the availability from suppliers. Strongly feel that the more we can standardize, the efficient and cost-effective the construction will be.

7. Please rate the usefulness of the session "Green Roofs: Addressing Challenges through Creative Design."
Speaker: Sarah Sutton

8-Very Useful 12-Useful 1-Not Useful 1-No Answer

Comments:
It's a good concept, but it would be hard to apply in our area.

Very interesting and informative.

Very interesting and fun closing.

Good, interesting speaker for the last talk of the day. She geared her presentation more towards the private sector instead of the public sector but I think she had good comments to share.

Sarah did an excellent job presenting the green roof topic. Her pace is perfect, fast enough yet easy to understand, unlike Bill Wilson's presentation, very slow pace and easy for the audience to lose focus.

Very good presentation. Helped me gain an understanding of green roofs.

Probably tried to present too much information in the time allotted.

Good to have a green roofs person present.

interesting - opening to see and learn more.

8. Which sessions were most and least beneficial?

Basic Training on Stormwater Post-Construction Controls
Most beneficial: 2 Least beneficial: 2

MRP Requirements for New Development
Most beneficial: 9 Least beneficial: 0

Practical Applications of Rainwater Harvesting
Most beneficial: 2 Least beneficial: 3

How are Stormwater Treatment Measures Working at Serramonte Library?
Most beneficial: 1 Least beneficial: 2
Overcoming Obstacles to LID in Silicon Valley
Most beneficial: 3 Least beneficial: 1

Case Study: Designing Stormwater Treatment Measures to Meet HM Requirements
Most beneficial: 0 Least beneficial: 3

Green Roofs: Addressing Challenges through Creative Design
Most beneficial: 3 Least beneficial: 4

Comments:
The sessions on the permit requirements were helpful, as was the session on how Stormwater Treatment Measures are working at Serramonte Library. Rainwater Harvesting could have been more helpful if it would have dealt more with the items at the end of the discussion (case studies and practicalities of installation). Some of the afternoon sessions were less helpful, as they are not typical installations.

I am responsible for over seeing the implementation of the MRP in my City. I have not yet dealt with any rainwater harvesting, although the rainwater harvesting presentation was informative.

More specific focus on C.3 requirements would be beneficial to those of us who are implementing them.

This is confusing. You just asked to rate these with three answers and now with only two?

maybe a rating of 1-7 from most beneficial instead of picking top and bottom

9. Would you be interested in attending another workshop on sustainable stormwater practices for New and Redevelopment?

20-Yes 0-No 1-Maybe

Comments:
Depends on the material being presented. Or, if there are further changes or updates to the MRP that would be explained or to be made aware of, it might be helpful.

10. General Comments and/or Suggestions for Future Workshop Topics:

More on HM and something that is for contractors specifically- getting them to understand that although the terms have changed, what is being asked of them regarding stormwater compliance is not new and not as challenging as they think.

I hadn't been to a workshop in awhile and I liked how we would tour a project in past years. It is a long time to take in a lot of technical information in one sitting. I liked the food and I don't really have any other suggestions.

I think the program should make all attendees pay a fee to cover refreshments and lunch. By the way lunch was fine but meatless lunch would be more sustainable especially with stormwater workshop which is a sustainable and environmental program.

The 05/26/10 workshop, including venue and food, was excellent. All speakers were knowledgeable and well versed on their various subject matter areas. The workshop was well prepared. 5/5 stars.

Perhaps have some discussion on the effectiveness of the O&M agreements, their enforceability, commonality between cities, etc.

Perhaps one of the presenters could be from the public side and comment on the challenges they face from reviewing private consultant's plans, so as to make everyone more aware of what could be improved upon.

Thought the number of speakers were adequate, with limiting them to 45 minutes maximum. Any more than that, and the interest seems to drop off.

Lunch may have been more efficient and easier for staff if it had been just brown bagged.

Room space was maxed out, making it difficult to get to seats at the back of the room. Maybe increase the room size to allow more maneuverability.

Registration/check in was very efficient.

Matt did a good job as usual moving the seminar along and keeping it on time, and asking for questions.

Good food and good venue. I am not a vegetarian, so the food we more than fine. The breakfast offerings were amazing.

The food was excellent! It was so nice to have healthy alternatives to the box lunch. Thanks for taking time to make the breakfast and lunch so delicious.
Afternoon snacks are also appreciated, but since this got done so early it wasn't necessary. Good job.

general comment- nice to have food. Maybe a hot drink of tea or herbal teas . Coffee is good but a little wired by end of day.

Thanks for an interesting and informative workshop.

More specific information on LID.

SAN MATEO COUNTYWIDE Water Pollution Prevention Program

CONSTRUCTION SITE INSPECTION REPORT

1. Inspection Date:_____ 1a. Current weather conditions: _____ 1b. Rainfall with runoff since last inspection? ☐ Yes ☐ No
2. Name of Project: _____ 2a. Project No./Permit No._____
3. Project Location: _____
4. Inspection Type: ☐ Routine ☐ Pre-Rain ☐ During Rain ☐ After Rain ☐ Follow-up ☐ Other
5. Permit Type: ☐ Building Permit ☐ Grading Permit ☐ Site Development ☐ CIP Project
6. Project disturb 1 acre or more?:____(yes/no) NOI Required:_____(yes/no) SWPPP dated ____/_____/_____
   Project covered under Statewide General Construction Activity Permit?_____(yes/no) SWPPP on site?_____(yes/no)
7. High Priority Site (significant threat to water quality)? _____(yes/no)
   NOTE: Sites disturbing 1 acre or more AND High Priority Sites require monthly inspections during the wet season (from Oct. 1 thru April 30).
8. Project Type: ☐ Commercial/Industrial ☐ Residential ☐ Street Improvement ☐ Landscaping ☐ Utility (water,sewer, PG&E) ☐ Grading ☐ Demolition ☐ Other
9. Erosion Control Measures:

☐ Jute Netting / Fiber Blankets	☐ Adequate	☐ Requires Maintenance	☐ Non-Compliant	☐ Not Applicable
☐ Mulch	☐ Adequate	☐ Requires Maintenance	☐ Non-Compliant	☐ Not Applicable
☐ Hydroseed/Soil Binder/Compost Blanket	☐ Adequate	☐ Requires Maintenance	☐ Non-Compliant	☐ Not Applicable
☐ Mark Areas to be Preserved	☐ Adequate	☐ Requires Maintenance	☐ Non-Compliant	☐ Not Applicable
☐ Tree Protection Fencing	☐ Adequate	☐ Requires Maintenance	☐ Non-Compliant	☐ Not Applicable
☐ Riparian Area Barrier	☐ Adequate	☐ Requires Maintenance	☐ Non-Compliant	☐ Not Applicable

10. Sediment Control Measures

☐ Wattles / Fiber Rolls /Compost Socks	☐ Adequate	☐ Requires Maintenance	☐ Non-Compliant	☐ Not Applicable
☐ Silt Fences / Compost Berms	☐ Adequate	☐ Requires Maintenance	☐ Non-Compliant	☐ Not Applicable
☐ Sedimentation Basin	☐ Adequate	☐ Requires Maintenance	☐ Non-Compliant	☐ Not Applicable
☐ Intlet filters (Bags, sand, gravel)	☐ Adequate	☐ Requires Maintenance	☐ Non-Compliant	☐ Not Applicable
☐ Dust Control	☐ Adequate	☐ Requires Maintenance	☐ Non-Compliant	☐ Not Applicable
☐ Stabilized construction entrance	☐ Adequate	☐ Requires Maintenance	☐ Non-Compliant	☐ Not Applicable
☐ Check Dams	☐ Adequate	☐ Requires Maintenance	☐ Non-Compliant	☐ Not Applicable
☐ Street Sweeping	☐ Adequate	☐ Requires Maintenance	☐ Non-Compliant	☐ Not Applicable
☐ Earth Dikes / Drainage Swales	☐ Adequate	☐ Requires Maintenance	☐ Non-Compliant	☐ Not Applicable

11. Run-on and Runoff Control

☐ Earth Dikes / Drainage Swales	☐ Adequate	☐ Requires Maintenance	☐ Non-Compliant	☐ Not Applicable
☐ Sampling is conducted, if required	☐ Adequate	☐ Requires Maintenance	☐ Non-Compliant	☐ Not Applicable

12. ☐ Active Treatment System (if any) ☐ Adequate ☐ Requires Maintenance ☐ Non-Compliant ☐ Not Applicable
    ☐ Comments:_____
13. Good Site Management

☐ Construction Materials (wood,cement,etc)	☐ Adequate	☐ Requires Maintenance	☐ Non-Compliant	☐ Not Applicable
☐ Petroleum Products (oil, fuel)	☐ Adequate	☐ Requires Maintenance	☐ Non-Compliant	☐ Not Applicable
☐ Hazardous materials (paint,solvents)	☐ Adequate	☐ Requires Maintenance	☐ Non-Compliant	☐ Not Applicable
☐ Waste Systems Management	☐ Adequate	☐ Requires Maintenance	☐ Non-Compliant	☐ Not Applicable
☐ Soil Stockpiles	☐ Adequate	☐ Requires Maintenance	☐ Non-Compliant	☐ Not Applicable
☐ Vehicle Servicing	☐ Adequate	☐ Requires Maintenance	☐ Non-Compliant	☐ Not Applicable

14. Non-Stormwater Management

☐ Concrete washout area	☐ Adequate	☐ Requires Maintenance	☐ Non-Compliant	☐ Not Applicable
☐ Other: _____	☐ Adequate	☐ Requires Maintenance	☐ Non-Compliant	☐ Not Applicable

15. Are the discharge points free of any evidence of illicit discharge? ☐ Yes ☐ No Comments: _____
    _____
16. **Enforcement/Follow-Up** Date problem first identified: _____ Next follow-up inspection date: _____
    Comments:_____
    _____
    Enforcement: ☐ None/In Compliance ☐ Verbal Notice ☐ Notice to Comply ☐ Notice of Violation ☐ Stop Work ☐ Administrative Fine
17. Resolution: ☐ Problem Fixed ☐ Need More Time (include rationale in comments) ☐ Escalate Enforcement ☐ Date resolved: ___/___/___
    Was there rain with runoff after problem identified and before resolution? ☐ Yes ☐ No
18. Inspector's Signature:_____Date:_____
19. Name of Project Manager (Print) _____ Phone Number _____
    Signature of Project Manager_____Date:_____

Updated March 2010

SMCWPPP

DRAFT Construction Site Inspections Tracking Spreadsheet

[Enter Name of Municipality]

INSTRUCTIONS: Obtain data from the Inspection Checklist for Construction Stormwater Controls completed during inspection. Enter data from one inspection per row. Column 7 (Project disturbs one acre or more?) should be answered yes or no for ***only the first inspection at any site.*** *For sites disturbing 1 acre or more, there should be at least 1 inspection per month from October 15 to April 15. Enforcement Response Level (Columns 20-24) should correspond with the Enforcement Response Plan. Enter "1" for yes. Leave blank for no or no problem.*

PURPOSE: Municipal Regional Permit Provision C.6.e.ii(4) requires agencies to track and report on the information identified in this spreadsheet. The data recorded in this spreadsheet will be needed to summarize inspection results as required for annual reporting. The spreadsheet must be provided to Water Board staff if specifically requested. Submission of this spreadsheet with the Annual Report is not required but encouraged.

1	2	3	4	5	6	7		8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26
								Problems Observed (Ref 9-15)								Resolution (Ref 17)				Enforcement Response (Ref 16)					Violation Corrected? (Ref 17)	
Enter 1 per inspection	Enter 1 for each site	Site Name (Ref 2)[1]	Inspectn Date (Ref 1)	Weather During Inspectn (Ref 1a)	Rain with Runoff Since Prev. Inspectn? Y/N (Ref 1b)	ANSWER ONCE PER SITE: Project Disturbs 1 acre or more? (Y/N/See Previous Entry)[2]	Ref 6	Erosion Control	Sediment Control	Run-on & Runoff	Active Treatmt	Site Management	Non Stormwtr Mgt	Illicit Discharge	Specific Problem(s) (Ref 9-15)	Problem Fixed	Needs more time	Escalate enforcement	Comments (including rationales for longer compliance times) (Ref 16)	Verbal warning	Written warning/ Notice of violation	Stop Work Order	Notice to comply	Legal action	Corrected within 10 business days	NOT corrected within 30 Days
1	1	**EXAMPLE:** Nirvana Estates	**EXAMPLE:** 12/12/09	**EXAMPLE:** Light Rain	**EXAMPLE:** Yes	1	**EXAMPLE:** Yes	1	1	1	1	1	1	1	**EXAMPLE:** Hydroseed washout, Straw wattles/silt fence not working, Excessive run-on from upslope, Active treatment daily log not kept, Soil stockpile not covered, concrete washwater in storm drain		1					1				
1		**EXAMPLE:** Nirvana Estates	**EXAMPLE:** 12/19/09	**EXAMPLE:** Clear	**EXAMPLE:** No		**EXAMPLE:** See previous entry								**EXAMPLE:** All problems observed on 12/12/09 were fixed	1			**EXAMPLE:** New hydroseed, wattles. Restaked silt fence. Log OK. Stockpile covered. Concrete washout area OK.						1	
1	1	**EXAMPLE:** Serenity Subdivision	**EXAMPLE:** 12/13/2009	**EXAMPLE:** Clear	**EXAMPLE:** No		**EXAMPLE:** No							1	**EXAMPLE:** Sawcutting slurry in stormdrain.		1			1							
1		**EXAMPLE:** Serenity Subdivision	**EXAMPLE:** 12/20/2009	**EXAMPLE:** Heavy rain	**EXAMPLE:** Yes		**EXAMPLE:** See previous entry								**EXAMPLE:** No problem	1			**EXAMPLE:** Sawcutting slurry removed from storm drain.						1	

Total # Inspections	Total # Sites
4	2

Summary of violations by BMP category

	Erosn Control	Sed Control	Runoff/Runon	ActiveTreatmt	Site Mgt	NonStormwtr	Illicit Dischg
No. of sites disturbing ≥ 1 acre: 1	1	1	1	1	1	1	2
No. of sites disturbing < 1 acre: 1							
Total problems: 8							
Percentage by BMP category	13%	13%	13%	13%	13%	13%	25%

Total sites with Problems Fixed: 2

Summary of enforcement actions

	Verbal warn.	Written warn.	Stop work	Notice comply	Legal action
	1	0	1	0	0
Total enforcemt actions: 2					
Percentage within enforcement category:	50%	0%	50%	0%	0%

Timeframe of corrections

Total corrected within 10 business days	Total NOT corrected within 30 days
2	0
% of sites corrected w/in 10 bus. Days	Percentage NOT corrected in 30 days
100%	0%

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

[2] Answer Yes or No only once for each site. 1=Yes, 0=No.

4/1/2010

Construction Site Compliance Workshop
December 3, 2009

The Mission Blue Center
475 Mission Blue Drive
Brisbane

AGENDA

8:30 AM	**Registration and Continental Breakfast**
9:00	**Welcome and Introduction** Xavier Fernandez, San Francisco Estuary Partnership
9:05	**The Municipal Regional Permit (MRP) – What You Need to Know** Laura Prickett, EOA Inc.
9:35	**Understanding the New State General Construction Permit** Scott Taylor, RBF Consulting
10:35	**Break**
10:50	**The Water Board Inspection Program in San Mateo County** Christine Boschen, San Francisco Regional Water Quality Control Board
11:30	**Lunch** (To be provided) **& Vendor Exhibition**
12:30	**SWPPPs, State and Municipal Requirements, Compliance** Scott Taylor, RBF Consulting
1:15	**Sediment, Erosion Control and Construction Site Pollution Prevention** Scott Taylor, RBF Consulting
2:15	**Break**
2:30	**Group Exercise – Developing a SWPPP Site Map and Erosion Control Plan**
3:30	**Adjourn - Vendor Exhibition**

Construction Stormwater Workshop

San Mateo, December 3, 2009

Last Name	First Name	Affiliation	Signature
Ahmed	Muneer	Town of Colma	
Aiello	Joseph	Town of Atherton	
Albert	Evan	City of San Mateo Public Works	
Alderson	Erika	BKF Engineers	
Alvarez	Priscilla	County of San Mateo Parks	
Anderson	Tim	Town of Hillsborough	
Arellano	John	City of Daly City	
Banks	Sterling	Rain for Rent	VENDOR - NOT HERE
Bastian	Jeff	City of Daly City	
Bernardi	Marc	White Cap	VENDOR - NOT HERE
Biland	Eric	BKF Engineers	
Blasco	John	CH2M HILL	
Boraston	Geoff	Granite Construction	
Boscacci	Ed	BKF Engineers	
Bourland	Beau	San Mateo County - Dept. of Parks	
Broestl	Bob	City of Millbrae	

Construction Stormwater Workshop

San Mateo, December 3, 2009

Last Name	First Name	Affiliation	Signature
Burlison	Summer	County of San Mateo Planning & Building	
Campbell	Ben	County of San Mateo Planning & Building	
Castaneda	James	San Mateo County	
Cazarez	Pablo	Rain for Rent	VENDOR
Chan	Catherine	Town of Hillsborough	
Chen	Alice	County of San Mateo Planning & Building	
Chen	Jen	Town of Hillsborough	
Cittadini	Kevin	Town of Atherton	
Claycomb	Elizabeth	City of Pacifica	
Dahu	Nader	City of San Bruno	
Del Ben	Richard	City of Redwood City	
Donigan	Mark	San Mateo County - Dept. of Parks	
Ebo	Florian	City of Millbrae	
Egter van Wissekerke	Debbi	SFEP	STAFF
Fabry	Matt	City of Brisbane	
Felix	Cecil	SF Bay Water Board	SPEAKER

Construction Stormwater Workshop

San Mateo, December 3, 2009

Last Name	First Name	Affiliation	Signature
Fernandez	Xavier	SFEP	STAFF
Fischer	Stephen	San Mateo County Public Works	
Fitzgerald	Dave	City of Redwood City	
Fulford	Daniel	City of South San Francisco	
Gallegos	Sean	City of Half Moon Bay	
Gomery	Jane	City of Burlingame	
Gomes	Richard	San Mateo County Public Works	
Graham	Doug	Profile Products	VENDOR
Gschwend	Tony	Gschwend & Company APC	
Hammer	Kristina	Rain for Rent	VENDOR
Hathaway	Mark	City of San Mateo	
Herzberg	Sam	San Mateo County Parks	
Holbrook	Dave	County of San Mateo Planning & Building	
Horrisberger	Christina	City of Pacifica	
Hovland	Christina	EOA, Inc.	STAFF
Humpal Stanfer	Chuck Ryan	BKF Engineers	

Construction Stormwater Workshop

San Mateo, December 3, 2009

Last Name	First Name	Affiliation	Signature
Jones	Duncan	Town of Atherton	
Justimbaste	Eva	City of Burlingame	
Kenyon	Michelle	City of San Mateo Public Works	
Kim	Phillip	City of Redwood City	
Kinnon	Kiley	City of Burlingame	
Lam	Aaron	City of San Mateo Public Works	
Lecel	Rob	City of South San Francisco	
Leung	Camille	County of San Mateo Planning & Building	
Lewis	Terrence	City of Redwood City	
Lim	Khee	City of Millbrae	
Lo	Jason	City of Pacifica	
Lockman	Gary	San Mateo County Parks	* CO WORKER PICKED UP PACKET
Lor	Chai	City of Pacifica	
Lowe	Pam	City of Menlo Park	
Lowrie	Mik	City of Burlingame	
Loy	Whitney	City of Menlo Park	

Construction Stormwater Workshop

San Mateo, December 3, 2009

Last Name	First Name	Affiliation	Signature
Lynn	Diane	City of Belmont	
Maharaj	Umesh	City of San Bruno	
Mansfield	Jason	BKF Engineers	
Mao	Shaun	City of Menlo Park	
McLeod	Keith	City of Menlo Park	
Miranda	Luca	City of San Bruno	
Morse	Tom	BKF Engineers	
Mullins	John	Town of Hillsborough	
North	Simon	BKF Engineers	
Noyer	Pamela	County of San Mateo Parks	
Pacini	Ken	City of San Mateo	
Padilla	Tino	City of San Bruno	
Prickett	Laura	EOA, Inc.	STAFF
Prudhel	Cassandra	City of South San Francisco	
Quan	Martin	City of San Mateo Public Works	
Riddell	Anthony	City of Millbrae	

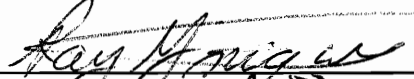
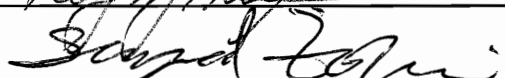
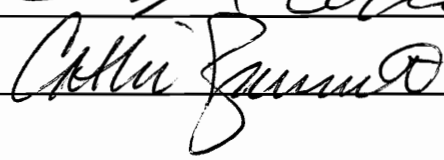
Construction Stormwater Workshop

San Mateo, December 3, 2009

Last Name	First Name	Affiliation	Signature
Ritchie	Hae Won	City of Daly City	
Rogers	David	City of Pacifica	
Sangiacomo	Nat	City of Daly City	
Schaller	Mike	County of San Mateo Planning & Building	
Schulze	Jack	City of Foster City	
Scott	Brian	BKF Engineers	
Shick	Ben	Schaaf & Wheeler	
Skangos	Stephanie	County of San Mateo Planning & Building	
Smith	Zachary	Rain for Rent	VENDOR - NOT HERE
Johnson ~~Swiecki~~	Ken ~~John~~	City of Brisbane	for John
Valley	Chris	City of San Carlos	
Walker	Jocelyn	City of San Mateo Public Works	
Werner	Tanisha	City of Redwood City	
Willis	Paul	City of Redwood City	
Wolff	Shoshana	City of South San Francisco	
Yau	Gilbert	City of Belmont	

Construction Stormwater Workshop

San Mateo, December 3, 2009

Last Name	First Name	Affiliation	Signature
Yniguez	Ray	Town of Hillsborough	
Zahori	Sayed	City of Redwood City	
Zammit	Cathi	City of San Mateo Public Works	

Construction Stormwater Workshop

San Mateo, December 3, 2009

Last Name	First Name	Affiliation	Signature
Chan	Susanna	City of San Mateo	(MAILED UNS)
CHAN	RAY	CITY OF SAN CARLOS	(650) 802-4201
Dillon	mike	11	
MORALES	RENE	CITY OF MENLO PARK	
[redacted]			

APPENDIX C: TABLE OF CONTENTS

CII Subcommittee Attendance – 2009/10

Name	Agency	PHONE	FAX No.	E-Mail	Aug.	Oct.	Dec.	Feb	April	June
	City of Atherton									
Bozhena Palatnik Gilbert Yau Leticia Alvarez Dalia Corpus	City of Belmont	659 593-7463		Bpalatnik@Belmont.gov	√	√	√	√	√	√ √
Matt Fabry	City of Brisbane	415 508-2134	415 467-5547	mfabry@ci.brisbane.ca.	√		√			√
Kiley Kinnon	City of	342-3727	342-3712	kiley.kinnon@veoliawaterna.com	√	√	√	√	√	√
Muneer Ahmed	City of Colma	757-8888	757-8890	Muneer.ahmed@colma.ca.us						
Ward Donnelly	City of Daly City	991-8208	991-8220	wdonnelly@dalycity.org	√	√	√	√	√	√
John Latu	City of East Palo	853-3165		jlatu@cityofepa.org						
Norm Dorais	City of Foster	286-3279	349-7204	ndorais@fostercity.org						
Gary Whelen/ Tom Jahns	City of Half	726-88260								
Jen Chen	Town of Hillsborough									
Virginia Parks/ Jennifer Ng	City of Menlo	330-6752 330-6743		vkfparks@menlopark.org	√	√	√	√	√	√
Catherine Allin	City of Millbrae	259-2470	259-2398	callin@ci.millbrae.ca.us	√		√	√	√	
Kevin Cesar	City of Millbrae	222-0545		kcesar@ci.millbrae.ca.us						√
Raymund Lizzy Claycomb	City of Pacifica	738-3767	738-3003	donguinesr@ci.pacifica.ca.us			√			
Jason Lo	City of Pacifica	738-7456		lo@ci.pacifica.ca.us			√	√		√
	Town of Portola Valley									
Gary Lepori	City San Bruno	616-7020		glepori@SanBruno.ca.gov					√	
Mike Dillon	City San Carlos	802-4139		mdillon@cityofsancarlos.org	√			√		√
Vern Bessey	City San Mateo	522-7342	522-7351	vbessey@cityofsanmateo.org						
Alan Atwater	City San Mateo	522-7343	522-7351	AAtwater@cityofsanmateo.org	√		√		√	√
Rob Lecel	City of So. San Francisco	829-3882	829-3855	rob.lecel@ssf.net	√	√	√		√	√
	Town of									
Dermot Casey	County of San Mateo	363-4957	363-7337	djcasey@co.sanmateo.ca.us	√	√	√	√	√	√
Matt Fabry	SMCWPPP Coordinator	415 508-2134	415 467-5547	mfabry@ci.brisbane.ca.	√		√			√
Michael Li	SBSA	594-8411 Ext. 139	591-7122	mli@sbsa.org						
Norm Domingo	SBSA	650 594-8411		ndomingo@sbsa.com	√	√		√	√	
Cecil Felix	Water Board	510 622-2343		CFelix@waterboards.ca.gov						
Fred Jarvis	EOA, Inc.	510 832-2852	510 832-2856	Fejarvis@eoainc.com	√	√	√	√	√	√
No. Attending					12	8	12	10	11	13

TEMPLATE

Instructions for modifying and completing the template are shown as italicized text below.

Enforcement Response Plan for the Municipal Stormwater Program
Agency [City/County or Flood Control District] _____
Add your agency's name
Dated_____
Add the date that the ERP was prepared

Description and Purpose of Enforcement Response Plan

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 municipal regional stormwater permit (MRP):

- Industrial and Commercial Site Controls – ERP (Provision C.4.c);
- Illicit Discharge Detection and Elimination – ERP (Provision C.5.b); and
- Construction Site Control – ERP (Provision C.6.b).

As shown in Appendix A these different MRP sections contain similar, but not identical requirements for developing and implementing an ERP. This template integrates the requirements from these three different MRP provisions into one ERP to facilitate consistent enforcement response within the agency. *Your agency will need to insert into this template the appropriate, agency-specific directions, guidance, and explanations to maintain and implement an effective ERP. Your agency may choose to have more than one ERP to meet the requirements listed in the three different MRP Provisions. For example, your agency may choose to prepare separate ERPs for each of the permit provisions or to prepare one ERP to meet the Industrial and Commercial Site Controls and Illicit Discharge Detection and Elimination (Provisions C.4.c and C.5.b) requirements and another, separate ERP to meet the Construction Site Control (Provision C.6.b) requirements. The title and text of this template should be modified appropriately to describe each ERP if your agency chooses to prepare more than one ERP.*

The selection of an appropriate enforcement action and the escalation of enforcement are based on the seriousness of the violation and the violator'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 goal stated in the MRP[1]. 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 (Water Board), for additional enforcement.

The agency has authority to enforce municipal stormwater control requirements under the following sections of its municipal code:

[Municipal Stormwater Ordinance]_____
[Grading Ordinance]_____
[Public Nuisance]_____
[Code Enforcement]_____
[Other]_____

[1] The MRP states that violations must be corrected in a timely manner with a goal of correction before the next rain event, but not longer than 10 business days after discovery unless agency staff document reasons why a longer period is needed in the agency's database or equivalent

Enforcement Actions[2] Overview (continued)

Add references from specific sections of your municipal code that allow your agency to enforce the stormwater requirements prescribed by all three of the MRP's ERP requirements. Consider providing a table of citations of the agency's enforcement authorities under various sections of its codes, similar to what is contained as Table II, page 7, in City of San Leandro's ERP for the stormwater program. Another option would be to include the entire relevant municipal code in an appendix/attachment to the ERP as shown in Attachment 5 of the City of Milpitas Construction Enforcement Response Plan. Consider including any specific code language that may help staff to take appropriate, consistent actions.

Types of Enforcement Actions and Their Use

This ERP describes a range of enforcement options available for use to encourage prompt correction of violations and the prevention of conditions that pose a threat to cause future violations. There are administrative and judicial (civil and criminal) remedies in the stormwater ordinance and other parts of the agency's code that provide a range of discretionary options for responding appropriately to a given violation depending on the magnitude of the violation, the duration and history of non-compliance, the good faith efforts of the violator to achieve compliance, and whether the violation may interfere with the agency's compliance with the MRP. The following table lists and describes available enforcement actions, provides examples of their use, and lists suggested time schedules for compliance. *Your agency would need to modify the following table if your agency chooses to use different enforcement actions than those listed in the template or if the ERP does not cover all three of the MRP's ERP requirements: the Industrial and Commercial Site Controls (Provision C.4.c), Illicit Discharge Detection and Elimination (Provision C.5.b) and Construction Site Control (Provision C.6.b). The enforcement actions shown on the following table are an adaptation from and slightly more descriptive than those listed in the Standard Stormwater Facility Inspection Report Form. Your agency should also consider adding within the text of its ERP or its attachments/appendices all agency-specific information/directions/policies regarding the appropriate methods for issuing and following up on these enforcement actions. This information may include, but is not limited to: documentation standards; recordkeeping practices; job classification responsibilities; distribution list (cc:) expectations; intra-/inter-departmental coordination needs; and personnel contact information. Consider compiling example copies of any forms or documents that your agency uses for these enforcement actions. The city of Daly City's Notice of Violation may be a useful example for adaptation by your agency.*

Enforcement Actions[2] Overview

Enforcement Actions	Use	Examples			Suggested Time Schedule to Achieve Compliance
		Industrial/Commercial Business	Illicit Discharge	Construction Site	
Verbal Warning	For threatened violations due to inadequate housekeeping, lack of appropriate BMPs to prevent pollution, or threatened non-stormwater discharges disallowed by MRP.	Inappropriate storage of material out-of-doors that may contribute to pollutants in stormwater during rainfall, such as lids on dumpster being left open.	A wash area is present where washwaters may flow to MS4 based on the configuration, operational procedures, or evidence of a possible discharge.	Lack of an updated erosion control plan that reflects current conditions at a construction site.	Before the next rainfall event, but not longer than 10 business days, unless more timely compliance is feasible or other exceptions apply[3].
Written Warning/ Notice of Violation	Issue for minor violations or if the response to a verbal warning is inadequate. A written warning may be in the form of a written inspection report, such as a completed Standard Stormwater Facility Inspection Report Form; letter; or checklist that describes violations, expected corrections, and schedule for correction.	Use of best management practices that are almost effective, but do not achieve the maximum extent practicable standard, for the pollutant generating activity they are intended to control.	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.	Lack of having a copy of the Stormwater Pollution Prevention Plan at the construction site.	Before the next rainfall event, but not longer than 10 business days, unless more timely compliance is feasible or other exceptions apply[2].

[2] Where allowed by local municipal code, enforcement actions may include cost recovery for municipal staff time and associated expenses to initiate and track enforcement, conduct recordkeeping, collect and test samples, and verify a return to compliance.

[3] The MRP states that violations must be corrected in a timely manner with a goal of correction before the next rain event, but not longer than 10 business days after discovery unless agency staff document reasons why a longer period is needed in the agency's database or equivalent.

Enforcement Actions[2] Overview (continued)

Enforcement Actions	Use	Examples			Suggested Time Schedule to Achieve Compliance
		Industrial/Commercial Business	Illicit Discharge	Construction Site	
Notice to Comply	Issue for major violations or if the response to written warning is inadequate. A notice to comply may be in the form of a cease and desist order[4], notice to clean[2], notice to abate[5], or a letter that describes violations, expected corrections, and schedule for correction.	Use of best management practices that are ineffective for the pollutant generating activity they are intended to control.	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.	Before the next rainfall event, but not longer than 10 business days, unless more timely compliance is feasible or other exceptions apply[2] If more time is needed than provided above, consider issuing a stop work order for construction sites, or requiring the immediate cessation of pollutant or illicit discharge generating activities until long-term remedies may be implemented.
Legal Action	Pursue for the most serious violations including where the response to the notice to comply is inadequate. These types of violations are referred to city attorney or County District Attorney for civil and criminal prosecution.	Lack of use of best management practices for pollutant generating activity, such as storing wastes in a way that allows pollutants to be mobilized by rainfall and stormwater runoff.	Discharge of hazardous wastes to MS4.	Violations that affect the agency's ability to comply with the MRP's requirements.	The time schedule for compliance will need to be determined based on case-specific information. This information will be documented as required by the MRP.

Insert all agency-specific information/directions/policies regarding the appropriate methods for issuing and following up on these enforcement actions. This information may include, but is not limited to: documentation standards; recordkeeping practices; job classification responsibilities;

[4] The model stormwater ordinance provides that an authorized enforcement official may issue cease and desist orders and notices to clean.
[5] The model stormwater ordinance provides that any condition caused or permitted to exist in violation of the stormwater ordinance is a nuisance and may be summarily abated and/or restored by any enforcement official.

distribution list (cc:) expectations; intra-/inter-departmental coordination needs; personnel contact information. Consider compiling example copies of any forms or documents that your agency uses for these enforcement actions. See ERP examples from cities of Benicia, Milpitas, and San Leandro.

Escalation of Enforcement Actions

This ERP incorporates 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. The stormwater ordinance and other municipal codes allow for a degree of enforcement flexibility and a range of enforcement options that are needed to most efficiently gain compliance. An enforcement action may be upgraded or escalated depending on the circumstances of the case. *Insert all agency-specific information/directions/policies regarding the appropriate methods and triggers for initiating the escalation of these enforcement actions. This information may include, but is not limited to: documentation standards; recordkeeping practices; job classification responsibilities; distribution list (cc:) expectations; intra-/inter-departmental coordination needs; and personnel contact information. Consider compiling example copies of any forms or documents that your agency uses for these enforcement actions. See ERP examples from cities of Benicia, Milpitas, and San Leandro.*

Roles and Responsibilities

This section describes the duties of agency staff that are responsible for implementing enforcement actions described in this ERP.
Describe the departments and job classifications responsible for implementing enforcement actions. This should include the specific job duties that have been assigned to various staff for implementing various aspects of the ERP. Consider incorporating the type of information provided in the City of Benicia's Enforcement Response Plan Stormwater Management Program III. Roles and Responsibilities, pages 5-7.

Joint Compliance Inspections

In some situations it is appropriate to have joint compliance inspections with other agencies because the nature of the violation or because the violations are ongoing or repeated violations and may benefit from the enforcement options provided by other environmental statutes. Using the results of a joint compliance inspection, the regulatory agencies will be able to decide how to most efficiently achieve compliance. *Insert all agency-specific information/directions/policies regarding the appropriate methods and triggers for initiating joint compliance inspections with other agencies. This information may include, but is not limited to: documentation standards; job classification responsibilities; distribution list (cc:) expectations; intra-/inter-departmental coordination needs; and personnel contact information.*

Referral to Other Agencies

The MRP states that where enforcement tools are inadequate, the violations should be referred to the Regional Water Board, district attorney, or other relevant agencies for additional enforcement (Provision C.4.c). The legal enforcement action may include referral to the San Mateo County District Attorney Environmental Crimes Unit. Referrals may also be made to the California Department of Fish and Game and possibly to the U.S. Environmental Protection Agency, if the Regional Water Board staff is unable to provide effective assistance. *Insert all agency-specific information/directions/policies regarding the appropriate methods and triggers for initiating a referral to other agencies. This information may include, but is not limited to: documentation*

standards; job classification responsibilities; distribution list (cc:) expectations; intra-/inter-departmental coordination needs; and personnel contact information. If the ERP is not intended to cover the Industrial and Commercial Site Controls ERP requirements (Provisions C.4.c), the reference to "(Provision C.4.c)" may be deleted.

Appendix A
Comparison of Municipal Regional Stormwater Permit's Enforcement Response Plan Requirements

Task Description	Provision C.4 Industrial/Commercial	Provision C.5 Illicit Discharge Detection/Elimination	Provision C.6 – Construction Site Control
Overall Description	Develop and implement ERP that serves as inspection staff's reference document to take consistent actions to achieve timely and effective compliance.	Develop and implement an ERP that will serve as guidance for inspection staff to take consistent actions to achieve timely and effective abatement of illicit discharges.	Develop and implement ERP that serves as inspection staff's reference document to take consistent actions to achieve timely and effective compliance. {identical to Prov. C.4)
Required Enforcement Actions/Recommended Responses	Include timeframes for correction of various field violation scenarios and provide guidance on appropriate use of various enforcement tools, such as verbal and written notices, citations, cleanup requirements, administrative and criminal penalties.	Include timeframes for correction of various types and degree of violations. ERP will provide guidelines on when to employ the range of regulatory responses from warnings, citations and cleanup and cost recovery, to administrative or criminal penalties.	Include timeframes for correction of problems for various field violation scenarios.
Timely Correction of Violations	States violations as a goal should be corrected before the next rain event, but no longer than 10 business days after discovery unless reasons are recorded in Permittee's database or equivalent. Include appropriate time periods for each level of corrective action. Describe permittee's procedures for follow up inspections, enforcement actions, and referral to another agency.	Goal of correcting violations before the next rain event but not longer than 10 business days after discovery unless rationale is recorded in database or equivalent. Immediate correction can be temporary and short-term if a long-term, permanent correction will involve significant resources and construction time. An example of replumbing a wash area is described.	All violations much be corrected in a timely manner with goal of correcting them before the next rain event but no longer than 10 business days after the violations are discovered. If more than 10 business days are required for compliance, a rationale shall be recorded in database or equivalent.
Escalation of Enforcement/Referrals	Enforce stormwater ordinances as necessary to achieve compliance. Where enforcement tools are inadequate, refer the case to the Water Board, district attorney or other relevant agencies for additional enforcement.	If corrective actions are not implemented promptly or if there are repeat violations, permittees shall escalate responses as needed to achieve compliance, including referral to other agencies where necessary.	Take progressively stricter responses to achieve compliance. ERP shall include structures for progressively stricter responses & various violation scenarios that evoke progressively stricter responses.

Task Description	Provision C.4 Industrial/Commercial	Provision C.5 Illicit Discharge Detection/Elimination	Provision C.6 – Construction Site Control
Recordkeeping	Maintain adequate records to demonstrate compliance and appropriate follow-up enforcement responses. Lists specific information that should be tracked regarding business inspections; list includes type of enforcement and problem resolution.	All incidents or discharges reported to the complaint/spill system that might pose a threat to water quality shall be logged to track follow up and response through problem resolution. Data collected shall be sufficient to demonstrate escalating responses to repeated problems, and inter/intra-agency coordination, where appropriate. Specific spill and discharge complaint tracking information requirements are listed in Provision C.5.f.ii.	Specific information required for each inspection and problems found and resolved is listed in Provision C.6.e.ii.(4).
Reporting	Lists information for inclusion in the annual report including number and percent of violations resolved within 10 working days or otherwise resolved in a longer but still timely manner. Frequency and types/categories of violations observed. Frequency and type of enforcement. Summary of types of violations by business category.	Number of discharges reported; number of discharges reaching storm drains and/or receiving waters; number and percentage of discharges resolved in a timely manner; and summary of major types of discharges and complaints.	Reporting of inspection results is required in Provision C.6.e.iii. Agencies must report the number and percentage of each type of enforcement action listed in its ERP.
Time Frame for Development and Implementation of ERP	April 1, 2010	April 1, 2010	April 1, 2010

SAN MATEO COUNTYWIDE
Water Pollution Prevention Program
Clean Water. Healthy Community.

TEMPLATE

[*Instructions for modifying and completing the template are shown as italicized text below. Delete the italicized text following completion of this Inspection Plan.*]

INDUSTRIAL AND COMMERCIAL BUSINESS INSPECTION PLAN
CITY OF _____
[*Add your municipality's name.*]

Date Originally Prepared:_____[*Add date that the Inspection Plan was originally prepared.*]

Date Last Updated:_____[*Add date of last update. Note that the MRP requires that the list of industrial and commercial businesses to inspect shall be updated at least annually (Provision C.4.b.ii).*]

BACKGROUND

This industrial and commercial business inspection plan (Inspection Plan) serves as the city's prioritized inspection work plan that the city will implement to comply with the municipal regional stormwater permit's (MRP) Provision C.4.b requirements. This MRP provision requires that an Inspection Plan be developed. The Inspection Plan's attached Prioritized Inspection List of Businesses (Inspection List) must be submitted with the 2010 Annual Report, and an annually updated Inspection List must be submitted with subsequent annual reports.

Municipal staff used the following steps to create this Inspection Plan and comply with the MRP. Steps 1 and 2 address MRP requirements for the Inspection Plan and Step 3 addresses compliance with MRP requirements for creating an Inspection List that is included as an attachment to the Inspection Plan.

Steps

1. Identify a method of establishing priorities for inspections and the frequency of inspections for each category of priority.
2. Describe the method that will be used to identify newly opened businesses that may need inspection.
3. Develop an Inspection List that includes:
    a. A list of all of the industrial and commercial businesses located within the municipality's jurisdiction that require inspection;
    b. A determination of the priority for inspection of each business on the Inspection List using the identified method of establishing inspection priorities;
    c. Identification of businesses on the Inspection List that are scheduled for inspection during the current fiscal year; and
    d. An annual update or revision of the Inspection List starting in 2011.

Each of these steps was followed to develop this Inspection Plan as described in the following sections.

STEP 1: IDENTIFY A METHOD OF ESTABLISHING PRIORITIES FOR INSPECTIONS AND FREQUENCY OF INSPECTIONS

What the MRP Requires

The MRP requires that each of the businesses to be inspected be assigned a priority for inspection based on "the potential for water quality impact using criteria such as pollutant sources on site, pollutants of concern, proximity to a waterbody, violation history of the facility, and other relevant

factors" (Provision C.4.b.ii.(3)). In addition, the MRP requires that appropriate inspection frequencies be established based on the priority for inspection, "potential for contributing pollution to stormwater runoff" and be "commensurate with the threat to water quality" (Provision C.4.b.ii.(5)).

Further, the MRP requires: "A description of the process for prioritizing inspections and frequency of inspections" (Provision C.4.b.i.(2)).

Description of Prioritization Process and Assignment of Inspection Frequencies to Different Priorities

➔ Businesses meeting the following criteria generally have been assigned as having a high priority for inspection: [*Please modify the criteria shown below to fit your city's process for prioritizing inspections and frequency of inspections. Based upon your municipality's experience conducting business inspections elaborate why this prioritization method is appropriate*].

1. Businesses that are subject to the State General NPDES Permit for Stormwater Discharges Associated with Industrial Activity.
2. Retail food facilities, hazardous materials users, automotive service facilities, and hazardous waste generators that have a history of using inadequate best management practices.
3. Businesses that have had a non-stormwater discharge disallowed by the MRP during the previous fiscal year.

All other businesses have generally been assigned as having a low priority for inspection.

➔ High priority for inspection means that the business will typically be inspected annually. Low priority for inspection means that the business will be inspected less frequently than annually, such as every other year or every third year[1]. [*Modify the inspection frequency listed above to reflect what your municipality has been doing as part of its existing inspection program or select any other logical way of linking inspection frequency with inspection priorities. For example, your municipality may be able to be more explicit about the inspection frequency for businesses assigned a low priority, such as low priority businesses will be inspected every other year or some other specific inspection frequency. Another possible variant is that your municipality may prefer to assign businesses to three categories of prioritization, high, medium, and low priority – each category would have an explicit inspection frequency, such as every year, every other year, and once every five years.*]

STEP 2: DESCRIBE METHOD THAT WILL BE USED TO IDENTIFY NEW BUSINESSES

What the MRP Requires

The MRP requires that the Inspection Plan have a "mechanism to include newly opened businesses that warrant inspection …" (Provision C.4.b.i.(2)).

Description of Method for Identifying New Businesses

➔ The following describes how new businesses that may warrant an inspection are identified so that they will be included on the Inspection List. [*Describe below how your municipality identifies new businesses and decides whether they warrant inspection*].

[1] The municipality may define other categories of priority and their associated inspection frequency. Most municipalities have previously used two categories of frequency for inspection and this approach has been retained in this template.

STEP 3: DEVELOP AN INSPECTION LIST

This step includes the following four substeps associated with the development and maintenance of the Inspection List:

a. Develop a list of all of the industrial and commercial businesses that require inspection;
b. Determine the priority for inspection of each business on the Inspection List;
c. Identify businesses on the Inspection List that are scheduled for inspection during the current fiscal year; and
d. Prepare an annual update or revision of the Inspection List starting in 2011.

What the MRP Requires

Develop a List of All Businesses Requiring Inspection

The MRP requires that the Inspection Plan be used to maintain an Inspection List of industrial and commercial businesses "that could reasonably be considered to cause or contribute to pollution of stormwater runoff" (Provision C.4.b.ii).

In particular, the MRP lists the following types of businesses as needing to be inspected if they "have a reasonable likelihood to be sources of pollutants to stormwater and non-stormwater discharges:" (Provision C.4.b.ii(2))

1) Industrial facilities[2], as defined in 40 CFR 122.26(b)(14), including those subject to the State General NPDES Permit for Stormwater Discharges Associated with Industrial Activity;
2) Vehicle salvage yards;
3) Metal and other recycled material collection facilities, waste transfer facilities;
4) Vehicle mechanical repair, maintenance, fueling, or cleaning;
5) Building trades central facilities or yards, corporation yards, nurseries, and greenhouses;
6) Building material retailers and storage;
7) Plastic manufacturers; and
8) Other facilities designated by the city or Water Board as having a reasonable potential to contribute to pollution of stormwater runoff. The Water Board staff places a priority on inspecting retail food facilities, and these businesses should be included in the Inspection List if they "have a reasonable likelihood to be sources of pollutants to stormwater and non-stormwater discharges."

In addition, the MRP lists the following functional aspects of businesses that may produce pollutants when exposed to stormwater as part of the criteria for developing the Inspection List:

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 drainage from indoor areas;
7) Rooftop equipment; and

[2] The MRP appears to use the terms "facilities" and "businesses" interchangeably. This template generally uses the term business since that is used in the title of Provision C.4.b., and it is the term most inspectors use.

8) Other sources determined by the city or Water Board to have a reasonable potential to contribute to pollution of stormwater runoff.

Establish Inspection Priority for Businesses on the Inspection List

The MRP requires that businesses that have a reasonable potential to pollute stormwater runoff be prioritized using factors listed in the MRP (Provision C.4.b.ii.(3).

Identify Businesses Scheduled for Inspection During the Current Fiscal Year

The MRP requires that the annual report include "the list of facilities scheduled for inspection during the current fiscal year" (Provision C.4.b.iii.(2).

Annual Updates

The MRP requires that the Inspection List be annually updated and maintained (Provision C.4.b.ii). The annual updates should include new businesses; any needed modifications to inspection priorities based on recent inspections, illicit discharge notifications, or other relevant factors; and removal of businesses that are no longer operating. In addition, updates or revisions to the Inspection List need to be included in annual reports starting in 2011 (Provision C.4.b.iii.(1)).

Substep 3a: Develop Inspection List

➔ [*Using the criteria listed above (under "Develop a List of Businesses Requiring Inspection"), complete an Inspection List (Attachment A or something similar to Attachment A). Use the business inspection database to help generate the information needed for the municipality's Inspection List. Include the total number of businesses requiring inspection within the municipality's jurisdiction. The MRP requires that the Inspection List and future updates to the list include the total number of businesses on the list, which should equal the total number of businesses on the Inspection List.*]

Substep 3b: Determine Priority for Businesses

➔ [*For each business listed on the municipality's attached Inspection List (Attachment A or its equivalent), assign either a high or low priority for inspection or some other variant, such as high, medium, and low priority, as allowed by the MRP.*]

Substep 3c: Identify Businesses Scheduled for Inspection in the Current Fiscal Year

➔ [*Identify which businesses on the Inspection List are scheduled for inspection in FY 2010/11. Add information about how the schedule is subject to change given various types of uncertainties and contingencies that typically may occur.*]

Substep 3d: Annual Update

➔ [*Starting with the 2011 annual report and annually thereafter, make any needed revisions to the attached Inspection List. Update the Inspection List with information that indicates which of the businesses listed will be inspected during the current fiscal year. Include revisions or updates to the Inspection List in each annual report.*]

Attachment A
Prioritized Inspection List of Businesses (Inspection List)

Date Originally Prepared:_____
Date Last Updated[3]:_____

High Priority Businesses for Inspection[4] Are Inspected Annually [*Tailor priority categories and inspection frequencies as needed*].

Name of Business	Address	Type of Business	Has Industrial General Permit Coverage?	Comments	Scheduled for Inspection in FY 2010/11[5]

Total number of businesses_____

Low Priority Businesses for Inspection[2] Are Inspected Less Frequently Than Once a Year

Name of Business	Address	Type of Business	Has Industrial General Permit Coverage?	Comments	Scheduled for Inspection in FY 2010/11[5]

Total number of businesses_____
Grand total number of businesses on the Inspection List_____

[3] The municipal regional stormwater permit requires an annual update of businesses to inspect.
[4] The frequency of inspections is a goal that should be met for most businesses. A particular business or facility's inspection priority may be modified based on more recent information during the annual Inspection List update, and businesses and facilities may be added and deleted from the Inspection List consistent with the MRP.
[5] A check mark in this column means that a business is scheduled for inspection in the current fiscal year. This column should be updated annually and updates or revisions to the Inspection List are required in each annual report.

APPENDIX D: TABLE OF CONTENTS

Public Information and Participation Subcommittee				FY 2009-2010					
AGENCY	NAME	ALTERNATE	PHONE	Jul-09	Sep-09	Nov-09	Jan-10	Mar-10	May-10
Atherton	Tiffany Telles		752-0544						1
Belmont	Jozi Plut	Diane Lynn	595-7425		1	1	1	1	1
Brisbane	Matthew Fabry (Program Coordinator)		415-508-2134	1	1		1	1	1
Burlingame	Kiley Kinnon	Eva C. Justimbaste	342-3727		1	1	1	1	1
Colma	Muneer Ahmed	Joshua Rawley	757-8888	1		1	1	1	
Daly City	Ward Donnelly		991-8200	1	1		1	1	
East Palo Alto	John Latu		853-3165	1	1	1	1	1	
Foster City	Mike McElligot		286-3546		1	1			1
Half Moon Bay	Charlie Voos								
Hillsborough	Rachelle Ungaretti		375-7444	1	1	1			1
Menlo Park	Regina Wheeler	Virginia Parks	650-330-6763		1	1		1	1
Millbrae	Shelly Reider	Krista Kuehnhackl	259-2444		1	1	1	1	1
Pacifica	Lizzy Claycomb		738-7361	1	1	1	1	1	1
Portola Valley	Josh Maierle		851-1700 x 14						
Redwood City	Marilyn Harang		780-7477	1		1		1	1
San Bruno	Jim Shannon		616-7046	1	1	1	1	1	
San Carlos	Jill Lewis		802-4361	1	1	1	1	1	1
San Mateo City	Vern Bessey	Alan Atwater	522-7342	1			1	1	2
San Mateo County									
South San Francisco	Daniel Fulford	Shoshana Wolff	829-3881	1	1	1	1	1	
Woodside	Gratien Etchbehere		851-6790	1		1	1		1
Public:									
			TOTAL IN ATTENDANCE	12	13	14	13	14	14

PIP Consultants

Environ. Health	Sarah Pratt		373-6245	1	1	1	1	1	1
Environ. Health	Mary Bell Austin		373-6259	1		1		1	
Environ. Health	Ana Clayton		373-6214		1		1		

PRESS RELEASE
SAN MATEO COUNTYWIDE WATER POLLUTION PREVENTION PROGRAM (SMCWPPP)
www.flowstobay.org

FOR IMMEDIATE RELEASE

Contact:
Mathew Fabry
SMCWPPP Program Coordinator
(415)508-2134
mfabry@ci.brisbane.ca.us

Local "Green Streets" Guidebook Wins Statewide Planning Award

San Mateo County, CA, July 28, 2009 – The San Mateo County Sustainable Green Streets and Parking Lots Design Guidebook received the 2009 Award for Innovation in Green Community Planning from the American Planning Association, California Chapter (APA California). APA California's annual planning awards are the highest honors given by this organization of more than 6,500 practicing planners, citizens, and elected officials committed to urban, suburban, regional, and rural planning in California.

Published in January 2009 by the City/County Association of Government's San Mateo Countywide Water Pollution Prevention Program (Countywide Program), the guidebook illustrates how streets and parking lots can be designed to manage stormwater in a more sustainable and natural way. The guidebook has been praised by U.S. Environmental Protection Agency staff as having national significance, and it has already influenced the construction of two completed demonstration projects: a green parking lot at Brisbane's City Hall, and the Belle Air/Third Avenue green street in San Bruno. And on July 20, Daly City began construction of a stormwater bio-filtration project to improve stormwater quality at the Gellert Park/Serramonte Library parking lot.

Green streets and green parking lots are designed to mimic drainage patterns of the natural landscape. Pollutants are removed as stormwater runoff flows into landscaped "rain gardens" or swales, where it can soak into the ground as plants and soil filter out pollutants. Green streets and parking lots are designed to convert stormwater from a waste directed into a pipe, to a resource used for watering plants and replenishing groundwater. This innovative approach to stormwater management can also enhance pedestrian and bicycle access and safety, contribute to traffic calming, add urban green space and wildlife habitat, enhance neighborhood livability, increase community and property values, help deepen residents' sense of connection with the

-more-

natural environment, and control localized flooding and heat island effects.

The San Mateo County guidebook was prepared for the Countywide Program by the landscape architecture firm Nevue Ngan, of Portland, Oregon, and Sherwood Design Engineers of San Francisco. One of the nation's leading cities in implementing green streets, Portland now has waiting lists of neighborhoods that want green streets. Many of the guidebook's practical insights for successful green street and parking lot implementation were proven by experience in Portland, but its most powerful images are a series of "before and after" sketches of retrofit opportunities specific to San Mateo County. Whether a site is located in a low or high-density residential neighborhood, a commercial "main street" district, along an arterial street, or within a small or large parking lot, the guidebook provides a bold vision of what sustainable stormwater design could look like in San Mateo County.

Rain Garden at Brisbane City Hall
An underdrain system beneath the rain garden carries treated stormwater runoff to the Brisbane Lagoon and out to the Bay

Funding for the guidebook was provided by a countywide vehicle registration fee allowed by Assembly Bill 1546 authored in 2004 by Assembly Member Joseph Simitian, and subsequently extended with Senate Bill 348 in 2008 by Senator Simitian. This fee also helped provide grants for green street and parking lot demonstration projects in San Mateo County, including the projects in Brisbane, San Bruno and Daly City, described above.

As green streets and parking lots begin taking root in San Mateo County, similar projects are expected in other parts of the Bay Area. The Regional Water Quality Control Board's February 2009 draft version of the Municipal Stormwater Regional Permit, which will ultimately apply to more than 70 Bay Area municipalities, includes a draft requirement for implementing 10 pilot green streets throughout the region by 2013.

More information about the Sustainable Green Streets and Parking Lots program can be found at: http://www.flowstobay.org/greenstreets

Brisbane City Hall Green Parking Lot http://www.flowstobay.org/ms_greenstreets_brisbane.php

San Bruno Green Street Creek at Belle Air/Third Avenue
http://www.flowstobay.org/ms_greenstreets_sanbruno.php

Contact: mfabry@ci.brisbane.ca.us
Phone: (415) 508-2134

# # #

SAN MATEO COUNTYWIDE
Water Pollution Prevention Program
Clean Water. Healthy Community.

For Immediate Release
September 10, 2009

CALIFORNIA COASTAL CLEANUP DAY CELEBRATES 25TH ANNIVERSARY

Families, students, service groups and neighbors will come together to clean up thirty sites throughout San Mateo County

SAN MATEO, Calif. – This year marks the 25th Anniversary of California Coastal Cleanup Day- that's 25 years of protecting and restoring our beautiful California waterways and communities. People of all ages can help make San Mateo County cleaner and greener by scouring beaches and watersheds on September 19th during California Coastal Cleanup Day, the largest volunteer event of its kind in the state.

Families, students, service groups and neighbors will have the opportunity to help out at more than 30 cleanup locations across San Mateo County. All it takes is to show up at 9 a.m. with the desire to help keep the County beautiful and the marine environment healthy.

Coastal Cleanup Day is sponsored by the San Mateo Countywide Water Pollution Prevention Program and California Coastal Commission. This is the 25th year thousands of Californians will work together along beaches, shorelines and inland waterways to clear cigarette butts, cans, bottles, plastic bags, grocery carts, old tires and other debris.

Last year, more than 3,800 volunteers in San Mateo County removed 35,000 pounds of trash and 6,000 pounds of recyclables. Statewide, more than 73,000 volunteers hauled off a record 1.6 million pounds of trash and recyclables that would otherwise soil the state and threaten the health of wildlife.

The vast majority of the debris wasn't dropped on beaches or tossed into a watershed. Instead, most of the debris started out as garbage on urban streets and was carried by storm drains or blown by the wind. As a result, this year new sites have been added to include neighborhood cleanups.

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

Volunteers are encouraged to show up at any of the following cleanup locations in San Mateo County at 9 a.m. on September 19th. Most cleanups end by noon.

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

San Mateo County seeks end to cigarette butt litter

By Julia Scott
San Mateo County Times
Posted: 01/16/2010 04:10:28 PM PST
Updated: 01/17/2010 07:30:33 PM PST

SAN MATEO — Whether they're lying on the sidewalk or circling the storm drain, cigarette butts are the most widespread form of litter on earth — and the scourge of the Bay.

More than 74,000 cigarette butts are collected from Bay and Coastside beaches and waterways each year by volunteers during California Coastal Cleanup Day, including 23,723 cigarette butts in Pacifica last year alone. When winter storms push them into the water, they don't biodegrade but do leak particles of mercury, arsenic, cadmium and lead into the environment, chemicals with known effects on human and marine life.

And yet cigarette butts are so common that many smokers don't even consider them to be litter, according to a study conducted by the San Mateo County Department of Environmental Health.

The study, sponsored by the City/County Association of Governments and conducted in 2009 under the San Mateo Countywide Water Pollution Prevention Program, experimented with several techniques aimed at longtime smokers to see whether they could be induced to stop throwing their cigarette butts on the ground. The project was completed last summer but only recently posted on the county's Web site.

The county enrolled 188 volunteers to participate in the project, many of whom admitted to throwing their butts on the ground and out of car windows with regularity. Eighty percent blamed the habit on a lack of ash receptacles in public places, so the county gave them pocket ashtrays along with silicone 'reminder' wristbands inscribed with the message: "Don't be a litterbug."

Though the wristband was not a huge success, the pocket ashtray was. After a month, almost 60 percent of those surveyed said they would continue to use the pocket ashtray after the study was over, and more than 85 percent said they were likely to look for a designated ashtray to dispose of their cigarette butts in the future thanks to having been made aware of the issue.

"That was our biggest surprise — the vast majority of those who we surveyed never considered their cigarette butts to be trash. These are individuals who would not think twice of what to do with their candy wrapper, for instance. They would throw it in the garbage," said Dean Peterson, director of the Department of Environmental Health.

In another part of the study, San Mateo County employees counted cigarette butts at 167 businesses across the county and then posted some stickers and signs outside the businesses to measure the results of a small outreach campaign on the behavior of smokers. The signs carried a photo of a cigarette butt and the message "This is litter too." The county also installed cigarette receptacles outside four of the worst-hit businesses, including the San Mateo Safeway store on El Camino Real and Harbor Bar in Belmont.

The results were substantial. Two months after the signs went up, the county found less than half the number of cigarette butts counted previously.

"The piece that's missing is the one-on-one education. You can provide all the receptacles you want, but until you teach someone about it they won't connect the dots," Peterson said.

A glance at the doors of the San Mateo Safeway on El Camino shows the county's targeted education efforts have been effective. Few cigarette butts litter the parking lot near the ash receptacles.

Unfortunately, the county has no money to implement the study's key recommendations, according to Matthew Fabry, program coordinator of the San Mateo Countywide Water Pollution Prevention Program. These include passing out pocket ashtrays to businesses to give away with cigarette packs and placing advertisements on buses and billboards to raise awareness about cigarette litter.

Any funding this year for pollution prevention will be allotted to cities to help them comply with a new wastewater permit that went into effect Dec. 1. It applies to all Bay Area cities and specifically targets trash pollution in the Bay by requiring cities to install litter traps in stormwater drains, and take other steps to steeply reduce trash such as cigarette butts.

"I think, as we see with a lot of things like plastic bags and polystyrene containers, dealing with things before they become trash is a more cost-effective way to do it. That's the direction we want to go, but at this point we have permit requirements we have to comply with," Fabry said.

The county and city officials could make the biggest difference by installing permanent cigarette receptacles at public litter "hot spots" — such as beaches, parks, malls and bars, said Lynn Adams, president of the Pacifica Beach Coalition.

"All businesses should have a receptacle. People need to know what these are and they need to be so standard that they will become accustomed to looking for them," she said.

To read the study, go to www.flowstobay.org.

Contact Julia Scott at 650-348-4340.

Media Coverage: Pesticides

Print

- Alameda Sun. "Exercise Caution When Choosing Pesticides." 4/29/2010.
- Danville Weekly. "Danville asks residents to think twice before buying pest control products." 5/18/2010.

Online

- Alameda Sun. "Exercise Caution When Choosing Pesticides." 4/29/2010.
- Danville Weekly. "Danville asks residents to think twice before buying pest control products." 5/18/2010.

Radio

- KEAR-AM. Interview w/ Geoff Brosseau completed Monday 5/10 at 8:15 a.m. The two five-minute segments aired Monday 5/10 at 11:04 a.m. and 4:04 p.m., and Tuesday 5/11 at 11:04 a.m. and 4:04 p.m.
- KMKY-AM (Radio Disney). Interview w/ Geoff Brosseau completed Wednesday 5/19 at 11 a.m. Scheduled to air first weekend in June.

Media Coverage –Car Washing

Online--PSAs

- KISS-FM (98.1)
- KMEL-FM (106.1)
- WILD 94.9
- KKSF-FM (103.7)
- STAR 101.3
- GREEN 960
- 910 KNEW
- KCBS-AM 740 – Online beginning 7/10, one (1) week prior to radio air date

Radio—PSAs and interview

- KMKY-AM (1310)
- KIQI-AM (1010)
- KCBS-AM (740) – 7/20-7/21; one (1) or two (2) times, Mon-Fri.
- KSQQ-FM 96.1 – Currently on air; 7/1 through next week
- KOIT-FM 96.5 – Running since 6/25; will continue to air for one (1) additional week from today 7/2
- KEAR-AM – Interview w/ Sharon Gosselin completed Thursday 7/15 at 10:00 a.m. The three five-minute segments will air Monday 7/19, Tuesday 7/20 and Wednesday 7/21

Media Coverage: Litter/Plastic Bags

Online

- KISS-FM (98.1)
- KMEL-FM (106.1)
- WILD 94.9
- KKSF-FM (103.7)
- STAR 101.3
- GREEN 960
- 910 KNEW
- PleasantonWeekly.com. "Grab Bag." Week of 7/12/10.
- TriValleyViews.com. "Grab Bag." Week of 7/12/10.
- San Ramon Express.com. "Grab Bag." Week of 7/12/10.
- DanvilleExpress.com. "Grab Bag." Week of 7/12/10.

Radio

- KLLC-FM (ALICE 97.3) – DJ Drop; on-air mention
- KFOG-FM (105.3) – DJ Drop; on-air mention
- KMEL-FM (106.1)

Print

- Lamorinda Weekly
- Orinda News (September)
- Rossmoor News
- Tri-City Voice

DRAFT

FOR IMMEDIATE RELEASE

CONTACT: Geoff Brosseau
(650) 365-8620

PRESS RELEASE

SPRING INTO ACTION
Bay Area Stormwater Agencies Ask Consumers to Exercise Caution When Choosing Pesticides

April 20, 2010—Spring has sprung. With Spring comes new life and new opportunities to make better decisions for your yard and garden and for the environment.

With all the new growth, pests are not far behind. As gardeners figure out how to keep pests from bugging them too much, the Bay Area Stormwater Management Agencies Association (BASMAA) is asking consumers to make careful choices when purchasing pest control products.

After the highly publicized voluntary recalls of diazinon and chlorpyrifos (Dursban) as home and garden pesticides, consumers could easily think that most products on store shelves are safer. But this is not the case. In the wake of the recalls a new class of pesticides has come into prominence: pyrethroids.

"We have a situation where some highly toxic chemicals were taken off the market only to be replaced by newer—and just as toxic—chemicals," says James Scanlin, chair of BASMAA. "It's a vicious cycle that can leave consumers very confused and has a negative impact on the environment."

Pyrethroids are a class of pesticide designed to kill a wide variety of pests, such as lawn grubs and ants. But pyrethroids are also highly toxic to beneficial insects like ladybugs, earthworms, and lacewings, which help to keep problem pests in-check. Once beneficial bugs are eliminated, pests are free to multiply without the natural checks and balances that beneficial insects provide. According to a 2010 report prepared for the San Francisco Estuary Project, pyrethroid pesticides "remain the highest priority….because they have been linked to widespread toxicity in California surface waters."

"Pyrethroids came into wider use after bans on chlorpyrifos and diazinon took effect," explains Mr. Scanlin "They are found in easily over 900 products." Yard and garden pesticides are a particular problem when it comes to stormwater pollution. Once they wash off from rain and watering, pesticides flow into storm drains, polluting local creeks and the Bay, harming fish and other aquatic life.

BASMAA, a consortium of stormwater programs in the San Francisco Bay region, wants to help residents make less-toxic choices while maintaining beautiful yards and gardens.

BASMAA offers these tips when dealing with garden pests:

- Try less-toxic methods before making a purchase. Go to OurWaterOurWorld.org for tips and information. Sometimes biological controls (like bringing beneficial bugs into your yard and garden) can do the trick without any chemicals.

- Read labels. The word "pyrethroid" will not appear on a label, but look out for the following active ingredients: permethrin, bifenthrin, cyfluthrin, cypermethrin, deltamethrin, lambdacyhalothrin, and tralomethrin. A quick tip: active ingredient names ending in "-thrin" are usually in the pyrethroid class. The exception to this is pyrethrin which is produced naturally from the chrysanthemum flower – though can still be toxic to aquatic life. To download a free pocket guide that gives examples of products without pyrethroids, go to OurWaterOurWorld.org

- When shopping, seek out the least toxic products. Look for shelf signs with the Our Water, Our World name and logo, which call out the best choices in each category. Participating stores include Orchard Supply Hardware, Sloat Garden Centers, Ace Hardware Stores, Home Depot, and many other local nurseries and garden centers. To find a store near you, go to OurWaterOurWorld.org.

Final BASMAA Carwash PSA's Spring 2010

A: Love washing your own car? Keep doing it – but wash it on the lawn or on gravel or go to a car wash. Here's why: When you wash your own car in your driveway or street, you're also washing off pollutants like copper from brake pads and other chemicals. In many places, this runoff goes right to the storm drain untreated and from there it pollutes our waters. At the car wash, runoff water is collected and treated. Check out baywise.org for more information. (:30)

B: Be green this summer. Instead of washing your car on the driveway, wash it on a lawn or gravel. Here's why: when you wash your car in your driveway or street, copper from brake pads and other chemicals wash off, too – right into the nearest storm drain and into the Bay – untreated. For more pollution prevention tips, check out baywise.org. (:20)

C: Love washing your own car? Keep doing it – but don't do it in your paved driveway or street, where water runs off into the storm drain. Try washing your car on a grassy area or gravel instead. Why? To limit runoff. When you wash your car, you're also washing off pollutants like copper from brake pads and other chemicals. From there, they go right to the Bay. See baywise.org for more information. (:30)

D: Be green! Wash your car on a lawn or gravel. Here's why: when you wash your car in your driveway, copper from brake pads and other chemicals wash off, too – into the nearest storm drain and the Bay – untreated. For more tips, check out baywise.org. (:10)

Draft

PAPER OR PLASTIC? NO THANKS, I'VE GOT MY OWN
Bay Area Stormwater Management Agencies in reusable bag push to reduce water pollution

June XX, 2010—With a plastic bag ban in the offing for California this year, the Bay Area Stormwater Management Agencies Association (BASMAA), wants residents to start taking action now to break the plastic bag habit.

"Noting 'bring bag' at the top of your shopping list is an easy addition," said James Scanlin of BASMAA, a consortium of municipal stormwater pollution prevention programs from around the region. "By the end of 2010, California may have a plastic bag ban in place, so we are prepping residents to start using reusable bags now."

By now, seeing a plastic bag perched on a tree branch or hugging the pavement near a storm drain is a normal sight. Often these bags find their way into storm drains, local waterways, and eventually the ocean. Plastic debris like this represents nearly 90 percent of floating marine debris, according to the California Coastal Commission.

"Plastic bags are a huge environmental issue," says Scanlin of BASMAA. "Plastic never breaks down. It's little bits of litter, including plastics, that have added up to the immense island of garbage floating in the Pacific." According to the Earth Resource Foundation, over 100,000 marine animals die from plastic entanglement each year because they mistake plastic bags for food.

An analysis by the California State Assembly shows that Californians use 19 million plastic bags per year. From their very production (which entails use of petroleum), to the litter they create, to the havoc they have wreaked on the world's oceans, plastic bags are a major environmental issue.

BASMAA is asking Bay Area residents to make a renewed push toward using reusable bags. There are incentives for consumers, too: While many supermarkets have long offered five-cent bag credits, big box retailers like Target are now doing the same.

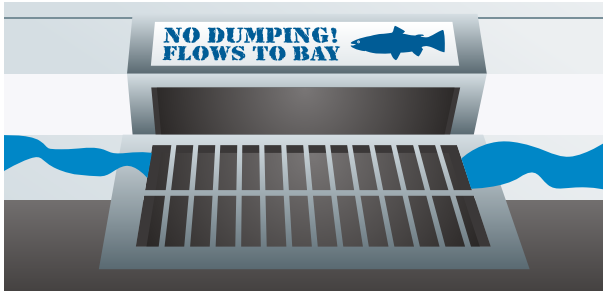
BASMAA offers these tips to residents to ensure they have reusables at the ready:

- Keep a rolled up or Chico-style bag in your purse to have handy for quick shopping trips.

- Leave reusable bags by the front door near keys, cell phones and other must-have items.

- Place some in the trunk or on the front passenger seat of your car so they're easily available when running errands.

- Just say no! If buying a small item, just refuse a plastic bag from the store clerk.



Agua limpia. Comunidades saludables.

El Programa de Prevención de Contaminación de las Aguas Pluviales del Condado de San Mateo (SMCWPPP, por sus siglas en inglés) fue establecido en 1990 para reducir la contaminación llevada por aguas pluviales hacia los arroyos locales, la bahía de San Francisco, y el océano pacifico. El programa es una sociedad entre las Instituciones Gubernamentales de las Ciudades/Condados (C/CAG, por sus siglas en inglés), cada ciudad incorporada y población en el condado, y el Condado de San Mateo, los cuales comparten un permiso común del National Pollutant Discharge Elimination System (NPDES).

SMCWPPP está dedicado a promover la conciencia acerca de la contaminación del agua de nuestros arroyos, la Bahía y el océano; impulsando acciones que previenen la contaminación del escurrimiento urbano en los desagues pluvisles y protegen nuestra cuenca hidrográfica.

Visite la página de Internet del Programa de Prevención de Contaminación de Aguas Pluviales del Condado de San Mateo en el www.flowstobay.org, email PollutionPrevention@co.sanmateo.ca.us o llame al (650) 372-6200 para más información.

Las agencias socias de SMCWPPP son las ciudades y poblaciones de: Atherton, Belmont, Brisbane, Burlingame, Colma, Daly City, East Palo Alto, Foster City, Half Moon Bay, Hillsborough, Menlo Park, Millbrae, Pacifica, Portola Valley, Redwood City, San Bruno, San Carlos, San Mateo, South San Francisco, Woodside y el Condado de San Mateo.

SAN MATEO COUNTYWIDE
Water Pollution Prevention Program
Clean Water. Healthy Community.

Llame para reportar:

Descargas ilegales en desagües pluviales o arroyos*
Programa de Prevención de Contaminación de Aguas Pluviales del Condado de San Mateo
650-372-6200
www.flowstobay.org/reportpollution

En caso de emergencias o después de horas normales de negocio, por favor llame al 911 para reportar el incidente. Para cualquier otro tipo de descarga ilegal, llame a su departamento de policía local.

Números de placa de vehículos que contaminan 1-(800) EXHAUST
www.baaqmd.gov/exhaust/exhaust.htm

*Solamente el agua de la lluvia puede ir a los desagües pluviales. Materiales como basura, agua de lavado, aguas negras, fluidos de automóvil, materiales de construcción, pintura, sedimento y/o cieno, y desperdicios de comida.no son permitidos.

Para más información:

Reciclaje
Condado de San Mateo, RecycleWorks (888) 442-2666
www.RecycleWorks.org

Transporte compartido
Rides for Bay Area Commuters 511
www.511.org

Para deshacerse de productos caseros peligrosos como pinturas, pesticidas, disolventes, limpiadores, y focos fluorescentes Llame al Programa de Desechos Domésticos Peligrosos del condado de San Mateo (650) 363-4718
www.smhealth.org/hhw

Métodos menos tóxicos
Control de plaga, cuidado de automóviles, otras ideas para prevenir la contaminación, y oportunidades como voluntario www.FlowsToBay.org
o correo electrónico
PollutionPrevention@co.sanmateo.ca.us

SMCWPPP agradece al Programa de Prevención de Contaminación de Aguas Pluviales Urbanas del Valle de Santa Clara por desarrollar y compartir el contenido e ilustraciones de este folleto.

Usted es la Solución para Prevenir la Contaminación del Agua que va a los Desagües

SAN MATEO COUNTYWIDE
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Usted vive en una cuenca hidrográfica

Una cuenca hidrográfica es el territorio que drena la lluvia y otras aguas a un arroyo, río, lago, pantano, bahía o a un aljibe subterráneo. La lluvia y el riego de los céspedes y jardines arrastran los contaminantes de las superficies en las calles, banquetas, techos, entradas de auto y estacionamientos y los vierten a los desagües pluviales y arroyos, y finalmente a la Bahía y el océano.

Usted puede vivir varias millas lejos de la Bahía y todavía podría estar contaminando el agua.

El agua de su vecindario entra al sistema de desagües pluviales y se vierte directamente a los arroyos, la Bahía y el océano sin ningún tratamiento. Con frecuencia está agua va contaminada con sustancias que pueden ser tóxicas para los peces, la vida silvestre y la gente. Los residentes y los comercios pequeños son los principales causantes de la contaminación de aguas pluviales y se han convertido en la amenaza directa contra las vías fluviales. Los contaminantes que se vierten en estas aguas son producidos por nuestras acciones y actividades diarias y pueden terminar en nuestros arroyos, la Bahía y el océano. Usted pudiera estar contaminando las vías fluviales sin darse cuenta.

Los desagües pluviales descargan agua y contaminantes directamente a nuestros arroyos locales, la Bahía y el océano Pacifico.

Nunca ponga nada en el canal, la calle o en los desagües pluviales. Ayude a prevenir la contaminación.

Los siguientes son ejemplos de contaminantes que causan contaminación de las aguas pluviales:

- Aceite de motor y líquidos automotrices que gotean de nuestros vehículos
- Anticongelante, aceite, pintura o limpiadores caseros vertidos o enjuagados en los desagües pluviales
- Jabón y tierra de autos lavados en las entradas a cocheras o la calle
- Basura y mugre que se acumula en los estacionamientos y banquetas
- Herbicidas, fertilizantes y pesticidas que escurren del césped
- Excremento de mascotas en el pasto, las calles, en los desagües o en las banquetas
- Tierra, hojas y recortes de jardín que tapan los desagües pluviales y sobrecargan los arroyos con demasiada materia orgánica, quitándoles el oxigeno tan vital
- Materiales de construcción o jardinería a menudo contienen pesticidas u otros contaminantes
- Contaminantes en el aire que al llover son descargados directamente a los desagües pluviales y terminan en nuestros arroyos

Prevenir la contaminación es una actividad diaria

Prevenga la contaminación de las aguas pluviales en el Condado de San Mateo haciendo pequeños cambios en su rutina diaria.

Tareas domésticas

- ❑ Mantenga los botes de basura y de reciclaje tapados adecuadamente para prevenir que la basura se vuele o la desparramen los animales en busca de comida.
- ❑ Limpie las hojas de los árboles y la basura de sus canales de lluvia.
- ❑ Si utiliza una compañía de limpieza (por ejemplo, limpieza de alfombras, lavado de ventanas, lavado a presión), asegúrese de que se deshagan del agua sucia en un fregadero de utilidad, sanitario, alcantarillado sanitario, o en una área boscosa.
- ❑ Deseche los excrementos de sus mascotas en la basura.

Césped y jardín

- ❑ Use métodos de "jardinería verde" tales como conservando agua, sembrando plantas nativas, protegiendo la tierra y usando métodos no-tóxicos para el control de plagas: www.ourwaterourworld.org
- ❑ Ajuste su sistema de riego o sistemas de irrigación para no desperdiciar el agua, y prevenir que el agua drene sobre las superficies pavimentadas tales como entradas de autos y banquetas.
- ❑ Utilice una escoba, no una manguera, para limpiar afuera.
- ❑ Haga abono con las hojas y recortes del jardín, o recíclelos mediante el programa de desperdicios de jardín.
- ❑ Barra la tierra hacia el jardín para prevenir que entre a los desagües pluviales.
- ❑ Cuando contrate un servicio de jardinería, asegúrese que ellos sigan las guías anteriores.

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Water Pollution Prevention Program
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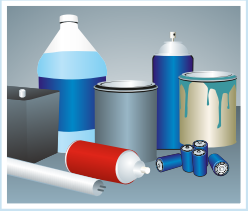
Proyectos de renovación de la casa

- ❑ Enjuague herramientas para pintura látex en un lavabo, no afuera.
- ❑ Drene su alberca o spa en una alcantarilla sanitaria o drénela en una área boscosa, no directamente a la calle o desagüe pluvial.
- ❑ Evite que el concreto, cemento, tierra o argamasa se vuelen o se viertan hacia la calle o drenajes pluviales. No lave herramientas o deseche los materiales sobrantes en el canal o drenaje pluvial.
- ❑ Construya una zona de jardín enseguida a las banquetas y entradas de auto para recoger el agua que escurre de superficies pavimentadas.
- ❑ Use materiales y prácticas ecológicas tales como pavimento permeable, para su siguiente proyecto.

Como deshacerse de desechos domésticos peligrosos



- ❑ Para limpiar derrames tóxicos como aceite de motor, pintura y anticongelante, use un material absorbente. Limpie el derrames y deshágase del absorbentes usado sin demora.
- ❑ Visite www.smhealth.org/hhw o llame al Departamento de Salud Ambiental al 650-372-6200 para informarse sobre como deshacerse de estos desechos y de otros productos domésticos que requieren un manejo especial, por ejemplo:

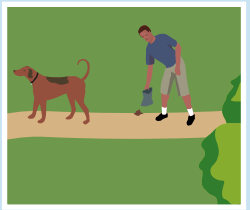
- Focos y lámparas fluorescentes
- Pesticidas
- Químicos de limpieza y disolventes
- Baterías
- Medicinas y jeringas
- Pinturas y disolventes de pintura
- Aceite de motor y filtros
- Derrames tóxicos y limpiezas que sean más de un galón

Esta información fue imprimida en papel 100% reciclado, 50% desperdicios post consumidor, papel procesado libre de cloro utilizando tinas a base de soya.

Automóviles

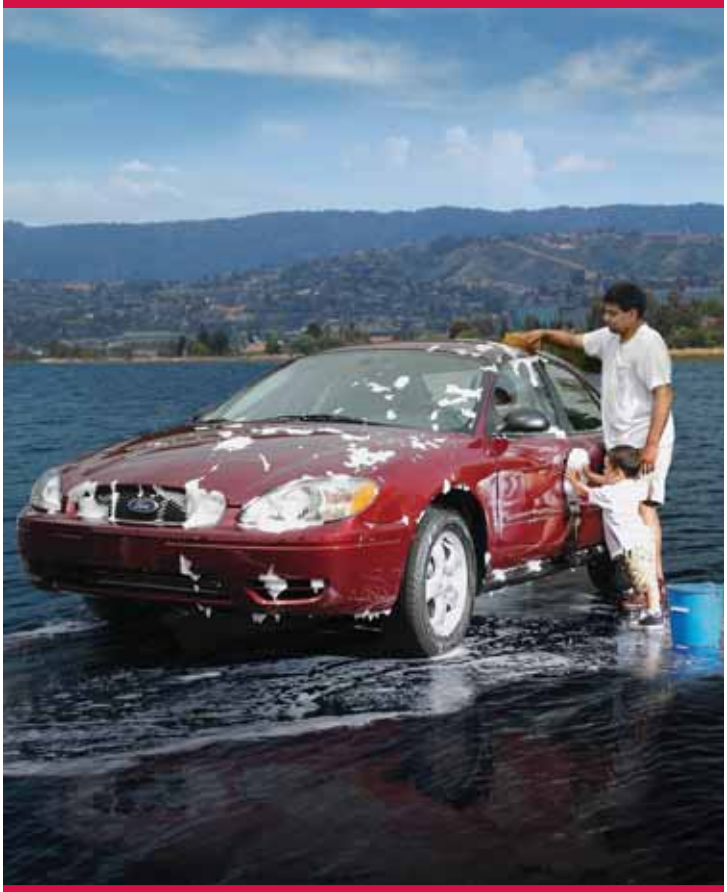
- ❑ Dele mantenimiento regular a su vehículo para prevenir contaminación por el escape y fugas de líquidos del auto. Arregle las fugas inmediatamente.
- ❑ Si cambia su propio aceite de auto, recíclelo junto con el filtro en el servicio de reciclaje (llame a su proveedor de servicio de basura para confirmar la disponibilidad) o en un Centro de Reciclaje de Aceite Usado www.Earth911.org
- ❑ Use un lugar comercial párale lavado de su coche, o lave su auto sobre el césped o una superficie de tierra. Vacié su cubeta de agua enjabonada en un fregador o en el sanitario.
- ❑ Mantenga una bolsa de basura en el auto. Recoja toda la basura y los materiales de reciclaje y deséchelos adecuadamente.
- ❑ Cuando esté transportando carga en una camioneta, cubra sus cargas o tápelas con una lona.

Proteja y disfrute su cuenca hidrográfica



- ❑ Si usted ve basura, recójala y deposítela en un recipiente de basura.
- ❑ Compre menos limpiadores químicos fuertes o tóxicos. Almacene y deshágase de ellos adecuadamente.
- ❑ Los autos contaminan el aire y el agua, así que maneje menos.
- ❑ Vaya en bicicleta o camine a lo largo de un arroyo. Para información sobre los senderos, visite www.eparks.net
- ❑ El distrito de Mid-Peninsula Open Space ofrece una variedad de actividades para que las personas se conecten con la naturaleza y exploren la tierra: www.openspace.org
- ❑ ¡Involúcrese! Adopte su arroyo local o playa: www.coastal.ca.gov. Descubra oportunidades como voluntario para ayudar a proteger su cuenca hidrográfica: www.FlowsToBay.org
- ❑ Inicie una tradición de prevención de la contaminación. Enséñeles a sus hijos sobre la importancia de proteger la cuenca hidrográfica para la salud y supervivencia de todas las especies vivientes. Muéstreles cómo prevenir la contaminación de los desagües pluviales.

Keep Car Wash Pollution out of the Storm Drain



The Car is Clean but what about the Bay?

Did you know there are approximately 700,000 registered vehicles in San Mateo County? Practicing good car care helps protect our creeks, the Pacific Ocean, and the San Francisco Bay.

How? Storm drains located on our roadways lead directly into local waterways. When motor fluids or dirty water from washing our cars are washed or dumped into the storm drain, it pollutes our water.

What can you do? Follow the simple tips on the back of this card for a clean vehicle that also protects our creeks, ocean, and bay.

Printed on 100% recycled content, 60% post-consumer waste, processed chlorine-free paper by greenerprinter.com

Practice Good Car Care

Environmental Problems with Washing Your Car at Home. When you wash your car in the driveway or street, contaminants such as oil, grease, and metals (copper, nickel and zinc) as well as the dirt and soap can flow into storm drains, which discharge directly into our local creeks, the San Francisco Bay, and Pacific Ocean, polluting our environment.

The best option. Taking your car to a commercial car wash or spray booth is the best option as all of the dirty water is sent to a wastewater treatment plant. Not only do you reduce pollution, you will save water. A commercial car wash uses less water than you would at home. If you get your car washed at a fundraiser, make sure they are properly handling the washwater and not letting it go to the storm drain.

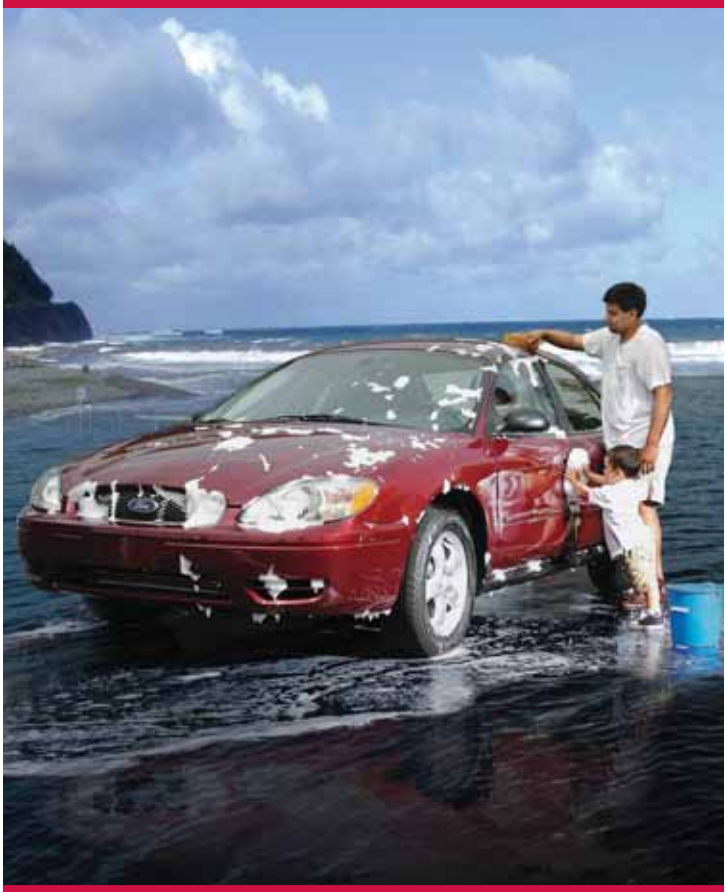
Wash your vehicle on the grass or gravel. If you wash your car or truck at home, wash it where the wash water can soak into grass, gravel or be diverted to nearby landscaping, away from the street and storm drains. Use rags to wipe brake dust off of wheels before washing

Minimize Cleaners. Reduce the amount of soap used. Wash your car with plain water, and use a hose nozzle with a trigger to save water. Use soaps, cleaners and detergents that are labeled phosphate free or biodegradable. Remember, any soap, even biodegradable, is not allowed to go into the storm drain. Pour your bucket of soapy water down the sink when you are done.

Find out more at www.flowstobay.org/autocare

SAN MATEO COUNTYWIDE
Water Pollution Prevention Program
Clean Water, Healthy Community www.flowstobay.org

Keep Car Wash Pollution out of the Storm Drain



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California Coastal Cleanup Day

Get involved in a local cleanup in

San Mateo County on the

3rd Saturday of September!

www.flowstobay.org
For Cleanup Locations

Non-Native Species of the California Coast

CALIFORNIA COASTAL COMMISSION

Fall 2009

P3 POLLUTION PREVENTION POST

YOUR NEWS AND INFORMATION SOURCE ABOUT: RECYCLING, POLLUTION PREVENTION, LESS TOXIC PRODUCTS

ENVIRONMENTAL HEALTH
SAN MATEO COUNTY
Protecting Our Health and Environment

Coastal Cleanup Day
September 19, 2009
9am to Noon

Cigarette butts—the #1 item every year.

Pick your destination at
www.flowstobay.org
and come join us!

GOOD NEWS

Of the San Mateo County residents surveyed,

82% use fewer hazardous products

61% recycle more

80% dump nothing into stormdrains

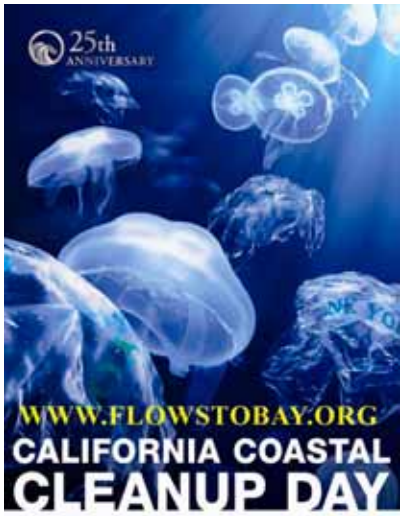
What about YOU?

www.flowstobay.org/survey

"Seas" the Day: Coastal Cleanup

This year marks the 25th Anniversary of California Coastal Cleanup Day -- that ' s 25 years of protecting and restoring our beautiful California waterways and communities! This year, San Mateo Countywide Water Pollution Prevention Program expects more than 3,500 volunteers to join in on the largest one-day cleanup event in the world. Together, the volunteers spend the morning collecting plastic bags, cigarette butts, and other litter that makes its way to the bay and ocean via stormdrains and waterways.

Continued on Page 2



*Bring 25 friends. * Spend 25 minutes. *Collect 25 items.

Make a difference worth a lifetime.

Survey Says . . . . (What Do You Think?)

In May 2009, a telephone survey was done to assess the attitudes of San Mateo County residents toward water pollution, and actions that can be taken to reduce it. Results were compared to a 2001 study. Today more people believe that every resident and government is responsible for improving water quality together (39% government, 34% every resident, 15% business & industry for being most responsible). This is a significant shift from 2001 survey results where 46% believed government was most responsible and only 21% believed that every resident was responsible. Most people today understand that individual actions do affect the health of our water and community.

MORE Results on PAGE 4

CONTENTS

FUNDED BY A GRANT FROM THE CALIFORNIA INTEGRATED WASTE MANAGEMENT BOARD. ZERO WASTE –YOU MAKE IT HAPPEN!

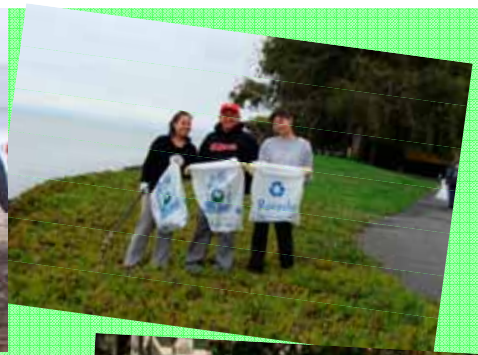
Coastal Cleanup: Join Us!

Last year, over 3,800 volunteers turned out, and removed 41,485 pounds of litter from San Mateo County neighborhoods, creeks, bayshore, and beaches.

BYOB 2009

To conserve bags and avoid waste, you can help by bringing a bucket or re-useable bag from home. Site captains will have bags and other supplies available for volunteers to use, as well.

Without the help of dedicated volunteers, most of the debris collected would end up polluting our waterways, damaging marine ecosystems, and endangering marine life. To build upon the 25 years of working to keep our coast and shorelines clean, safe, and beautiful we encourage you to seize, or should we say "seas," the day and come volunteer at a cleanup location in your community!



Directions and other Information

Visit www.flowstobay.org/litter or call

Ana Clayton at 650-372-6214

Pollution in Urban Run-Off: What's the Big Deal?

Humans have strongly impacted the natural water cycle through building and paving over natural areas, which creates impervious surfaces. Stormwater management systems were built to channel rainwater from city landscapes into nearby waters. When it rains, water is caught by gutters, hits paved surfaces or falls on lawns where it picks up excess fertilizers, toxins from chemicals in the street, and litter that is deposited on the streets and is rushed to stormdrains. Within a very short period of time, this runoff enters the San Francisco Bay and Pacific Ocean. This polluted runoff affects water quality for every living thing, including us.

What's in Your Soil ?

Have you considered the connection that exists between healthy soil and clean water? Some common sources of water pollution are soil erosion and the runoff of fertilizers and pesticides. Healthy, organically rich soils greatly reduce and can even prevent water pollution. All you need is a healthy soil food web. Soils without enough organic matter do not supply an environment or "home" for the beneficial microbes that are essential for naturally healthy, productive soil.

A healthy soil food web has many benefits for your garden. Healthy soil requires recycling and using nutrients better, retaining more moisture and acting as a filter for environmental toxins, and thus producing healthier plants.

A healthy balance of soil microbial life comes from the right mix of living material: humus, fungi, bacteria, protozoa, and other microbes. You can create or help maintain a

healthy soil food web in your garden by making sure you have organic matter in your soils. It ' s easy; just add compost to your lawns and gardens. Adding compost to soils increases the amount of organic matter, and improves plant growth and health. The use of compost also has a positive impact in our environment, including our waterways. Using compost – whether home made or store-bought – recycles nutrients and organic matter that help grow trouble-free plants with less water, fertilizer or pesticides.

Using compost :

- Increases soil fertility
- Improves soil structure
- Conserves water
- Reduces the need for herbicides
- Reduces the need for chemical fertilizers and pesticides
- Lessens landfill burden
- Reduces erosion and runoff

For more on composting, visit

www.recycleworks.org/compost.

This site tells you everything you need to start composting today, right in your backyard or apartment—whatever amount of space you have. Your plants will thank you!

Community Spotlight

Raised in the gardens, creeks and wild spaces of the Peninsula, Alane Weber has a deep affinity with plant life. After studying Biology, Botany, and Horticulture in college, she continued her lifelong dedication to nature and the plant kingdom as a nursery professional, landscaper, small farm gardener, teacher and sustainable gardening lecturer for the past 35 years.

Currently Alane is the educational director for the Master Composters, a program of RecycleWorks of San Mateo County. Alane is passionate about promoting the lives of all inhabitants of healthy soil in the garden. With her you discover some surprising twists and turns about how easy it is to garden responsibly without the use of chemical pesticides or non-organic fertilizers. Come to one of her lectures and get inspired to take a wild new look at nature and the soil community living in your own back yards and flower pots.

Cool Ways to Roll

We are all used to thinking of automobiles as having internal combustion engines, with liquid fuel to burn, tailpipe emissions, and motor oil to change. But that's no longer the only way to roll.

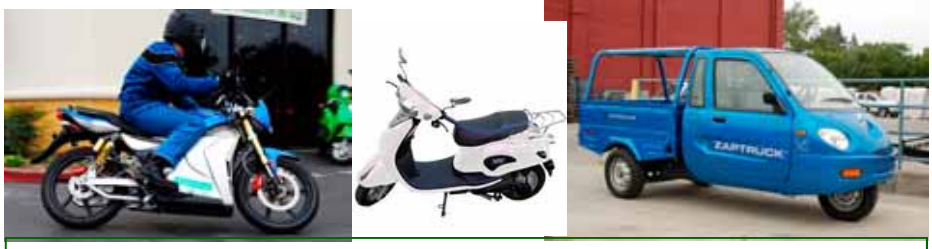
Zero-Emission Options:

Vehicles with electric motors are quiet, require no motor oil, and have no tailpipe. Once rare, they are becoming more common, available locally, and increasingly affordable.

Neighbor Electric Vehicles (NEVs) have been around for years. Suitable for residential neighborhoods, with street speeds under 35 miles per hour, NEVs can be found new or used. They are excellent for short trips to the store, the park and ride, and other neighborhood destinations.

Electric motorcycles and motorscooters are also available for sale today within the County. These two-wheelers come in a variety of price ranges, performance factors like speed and distance on a single charge, and number of riders they can carry. Some are small, and speed-limited to neighborhood use. Others are highway-ready. If you like motorbikes but want one that is quiet, clean, and low-maintenance, chances are there is one available locally that meets your needs, tastes, and budget.

All-electric cars that can carry a family, drive on the highway, and travel longer distance are finally beginning to appear on the market, as well. Companies like local-hero Tesla (whose initial offering of a two-seater sports car fits a limited niche) are developing sedans for the middle-cost market. In a few years, they will offer stiff competition to hybrids.



A motorcycle, scooter, and NEV pick-up truck from the Electric Green Showroom

Got Used MOTOR OIL?
RECYCLE IT for FREE
www.Earth911.org
1-800-CLEANUP

Survey Results

What Your Neighbors Say:

- 60% reported seeing information on the proper disposal of pollutants
- 70% reported seeing "No Dumping" messages on stormdrains
- 70% said litter is a serious problem due to people's bad habits as opposed to lack of awareness, a belief that others will clean up, or lack of sufficient trash cans.
- Only 15% reported using pesticides; and two-thirds use less toxic ones. Half the pesticides users also use other methods to control pests
- 57% use commercial car washes, while 32% wash their car at home. 58% of car owners know water from washing cars on pavement drains directly to the Bay, the Ocean, or creeks, while 36% said they did not know this.

Tell Us What You Think! www.flowstobay.org/survey

Stormwater Facts

- Water from bathroom and kitchen wastewater is treated at sewage treatment plants
- Water and other items that fall into stormdrains flows directly to the San Francisco Bay, Pacific Ocean, and local creeks.
- Litter and pesticides are the top 2 pollution concerns for waterways in the Bay Area.

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Spring 2010

P3 POLLUTION PREVENTION POST

YOUR NEWS AND INFORMATION SOURCE ABOUT: RECYCLING, POLLUTION PREVENTION, LESS TOXIC PRODUCTS

ENVIRONMENTAL HEALTH
SAN MATEO COUNTY
Protecting Our Health and Environment

EARTH DAY
April 22nd

Volunteer opportunities:
www.flowstobay.org/calendar

Look for us at the Home Show
Cow Palace
March 26-28th

De-Paving Paradise: Green Streets and Parking Lots

Think for a moment about a rain drop that falls in an undisturbed landscape – a forest, woodland area, or grassland. Water is captured and absorbed into the soil filtering out into groundwater or nearby waterways. Now, think about the last time you were walking in the rain. More than likely you were walking on a paved surface – sidewalk or parking lot. What happens to rain when it falls in heavily urbanized areas like San Mateo County?

The paving of land for streets, sidewalks, and parking lots changes the way water is cycled in our environment. Unable to be absorbed into the ground through pavement, rainwater is instead washed down stormdrain pipes that go directly into local waterways, taking with it any pollutants – car fluids, litter, and pesticides – that it picks up along the way. This stormwater runoff is the largest source of pollution entering local creeks and the San Francisco Bay. But there are solutions – and they are happening now! New design practices are changing stormwater runoff from a waste to a resource.

(Continued on page 4)

Greenwashing

Advertisers respond to whatever consumers care about – cost, quality, safety, and increasingly the environmental impacts of products and services. When the information they provide is accurate, it can be very helpful for deciding among the many choices available.

Unfortunately, the high demand coupled with a lack of legal clarity about environmental claims, has led to a practice known as greenwashing.

(Continued on page 4)

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FUNDED BY A GRANT FROM THE CALIFORNIA DEPARTMENT OF RESOURCES RECYCLING AND RECOVERY (CALRECYCLE).

Green Challenge

What can you do during the next few months to gradually green your routine? Remember, each small step adds up to changes that will benefit the health of the planet—and, yes, even your own health—immediately and in years to come.

Challenge #1:

Leave grass clippings on the lawn.

It is actually okay not to apply a fertilizer at all and it certainly isn't necessary to fertilize routinely. Let your grass clippings fertilize the lawn for you. Fertilizers can leach through the soil to the ground water, or are washed off your lawn and into nearby stormdrains leading to your nearest water body. These nutrients can contaminate our drinking water and cause rapid algae growth in the bay. Too much algae growth chokes out water bodies and not only makes swimming and boating unpleasant, but also can block out sunlight and deplete the water of oxygen, killing fish and other animals. By not using or reducing the amount of fertilizer that you use, you can help stop this negative impact. Most lawns can draw the nutrients they need from the clippings that fall back into the grass after mowing. For more information visit:

www.greenscapes.org/Fertilizer

Challenge #2:

Green Audit Your Household Cleaners

Check all your household cleaners and replace a synthetic cleaning product with a more environmentally sustainable one once you have used up your current supply. Or, you can make your own natural non-toxic homemade cleaner.

Cleaning products are everywhere in our homes: dish soup, all purpose cleaners,

detergents, oven cleaners, etc. Most of these cleaning products are petroleum-based and can present several health and environmental concerns. They may contain chemicals associated with eye, skin, or respiratory irritation, or other human health issues. Instead of opting for synthetic cleaning products, there are plenty of natural products and methods that keep a house clean and fresh-smelling without the toxic side effects. Many of these products are non-toxic, biodegradable, and made from renewable resources (not petroleum). In addition, you can also make your own home-mixed cleaners. Visit www.flowstobay.org/toxic for a Less Toxic Household Recipe List.

Let us know what routine you are replacing with a green option and how it's working for you. Send us an email at:

pollutionprevention@co.sanmateo.ca.us

San Mateo County Green Business Program

Did you know that the County of San Mateo has a Green Business Program that started on July 1, 2007? More than 100 businesses and public agencies have been certified. The Green Business Program recognizes businesses that comply with environmental regulations and take steps to conserve natural resources and prevent pollution. To learn more about the program or to become a certified Green Business visit www.recycleworks.org

Used Oil/Filter Recycling

As a do-it-yourselfer you may be unaware that it is illegal to throw used oil and oil filters in the garbage. When you recycle your used motor oil and filters you keep oil out of our rivers, lakes, streams and even the ground water. We all share the responsibility of protecting our environment and keeping our waters safe. Do the right thing and recycle oil filters along with used oil.

How to Find a Recycling Center Near You:

Many service stations, repair facilities and quick lubes will accept used oil and used oil filters. In San Mateo County, there are over 60 locations that accept used motor oil; and of these, 50 will also accept your used oil filters, all for free.

Visit www.flowstobay.org/autocare or call 1-800-CLEANUP to find a recycling location near you.

NEWS YOU CAN USE

Spring Cleaning?

Clearing out your old latex paint, pool chemicals, pesticides, antifreeze, and other household hazardous waste? Don't know how to dispose of them? Make a free drop-off appointment online with the Household Hazardous Waste Program at www.smhealth.org/hhw or by calling 650-363-4718.

But before heading out the door, remember some items, including used motor oil, household batteries, electronics and pharmaceuticals, can be dropped off at other convenient locations in your area. Check www.flowstobay.org/toxic more for details.

March Event:

FREE USED OIL RECYCLING CONTAINER

On March 6, 2010 from 10am to 2pm

San Mateo County will be giving away used oil recycling containers to the first 100 customers at:

Kragen Auto Parts

2411 El Camino Real,

Redwood City, CA 94063.

(Limit of 1 container per household.)

Good Bug or Bad Bug?

The picture on the right is a bug you want in your garden. It is actually a ladybug. People often mistake the larval stage of good bugs for bad bugs that they try to get rid of. Thousands of ladybug larvae have been killed because they were thought to be a garden pest. Both as adults and larvae, ladybugs eat huge numbers of insects. It is believed that one ladybug can devour 5,000 aphids in its lifetime. Other good bugs include: green lacewing, soldier beetle, dragonfly, bee, syrphid fly, ground beetle, parasitic wasp, spider, and tachinid fly. For a colorful brochure featuring pictures of the adult and larva stage on the *10 Most Wanted Bugs In Your Garden* call 650-372-6245 or visit www.flowstobay.org/pestcontrol to download it.

Don't Spray for Ants Outside!

Did you know that 90% of pyrethroid pesticides that end up polluting our waterways are from spraying for ants along the perimeter of buildings? Pyrethroids are a class of pesticides that harm aquatic life and are found in Bay Area creeks and the Bay. If you hire a company to spray for ants or other insect pests around your home or office, ask the company which pesticide they use. If the name ends in *–thrin* more than likely it is a pyrethroid.

Ask for another method of treatment, called IPM or Integrated Pest Management, that often involves use of containerized baits instead. You can find IPM certified companies at :

- EcoWise Certified www.ecowisecertified.org
- Green Shield Certified www.greenshieldcertified.org
- The factsheet "Finding a Company that Can Prevent Pest Problems" at www.flowstobay.org/pestcontrol or call 650-372-6245 to have one mailed to you.

De-Paving Paradise (con't)

Green Streets and Parking Lots in San Mateo County

Green streets and parking lots are designed to act more like the natural environment. In San Bruno, the landscaped area at 3rd Avenue near Belle Air Elementary School is actually a "street creek", composed of a special soil mixture to help runoff soak into the ground, and plants that tolerate wet and dry conditions. Water enters the street creek on one end and is slowed down by pea gravel, exiting on the other side cleaner than when it came in - and some of it even soaks into the ground.

At Brisbane City Hall, a green parking lot has been designed with the addition of a "rain garden" engineered to collect stormwater from the parking lot and building roof. Runoff is treated as it filters through the specially selected vegetation and soaks into the ground. Drain lines buried in the rain garden (the underdrain system) collect the treated water and send it through the stormdrain system to Brisbane Lagoon and out into the Bay.

More examples can be found in the design guidebook, available for free download at www.flowstobay.org/greenstreets

Reduce Polluted Runoff around Your Home

Every action counts in helping to improve the quality of our local creeks, the Bay, and Pacific Ocean. Try the following to reduce the effects of paved and impervious surfaces:

- Keep as much landscaped areas as you can, using sustainable, natural/organic, and less toxic methods to control weeds and insects.
- Direct drain spouts from your roof to landscaped areas. Use pervious materials like sand, crushed rock, or pavers.

Greenwashing (con't)

Attempts to mislead consumers usually come in several recognizable forms: using words with no legal meaning ("all natural"); adding a made-up label or certification ("Eco-Safe"); taking credit for meeting legal requirements as though they were voluntary ("Now PCB-free!"); highlighting the one benefit of an otherwise harmful product ("I'm reusable!" on a plastic bag); taking credit for being much better 'corporate citizens' than their track record warrants ("Your partner in a better future." – now that we've settled those lawsuits and paid those fines.); and just being vague ("environmentally friendly").

Consumers are right to be skeptical – we know to take all marketing with a grain of salt ("New! Improved!" Really?). But greenwashing does some harm that those who vote with their dollars should care about. First, it fools shoppers in the short term, giving unfair advantage to companies with the best ads, not the best products or services. Second, it creates cynicism, making consumers lose faith in the value of choices that really are better environmentally.

What can you Do?

- Be aware that claims like "all natural" and "non-toxic" don't have legal meaning.
- If a product carries a "green" label, check who issued it. The company itself? An industry group? A reliable non-profit or government agency?
- Check environmental claims that seem suspicious with the *Greenwash Index* or other watchdog programs (such as Greenpeace's Stop Greenwash campaign).
- Buy locally, from vendors you know, whenever possible. Show interest in the materials and processes they use, asking friendly but firm questions to educate yourself.

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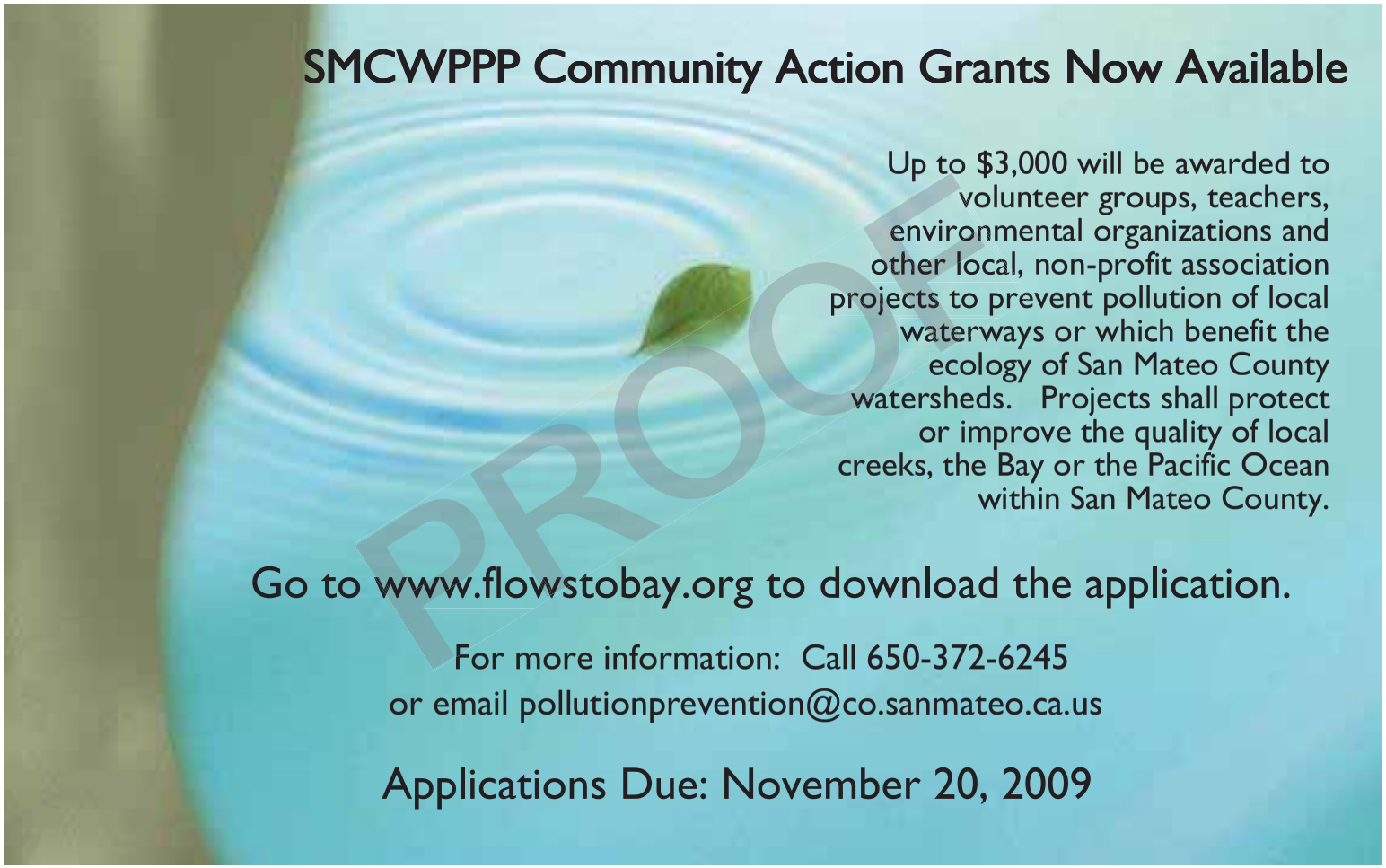
SMCWPPP Community Action Grants Now Available
Up to $3,000 will be awarded to volunteer groups, teachers, environmental organizations and other local, non-profit association projects to prevent pollution of local waterways or which benefit the ecology of San Mateo County watersheds. Projects shall protect or improve the quality of local creeks, the Bay or the Pacific Ocean within San Mateo County.
PROOF
Go to www.flowstobay.org to download the application.
For more information: Call 650-372-6245
or email pollutionprevention@co.sanmateo.ca.us
Applications Due: November 20, 2009

San Mateo Countywide Water Pollution Prevention Program

c/o San Mateo County Environmental Health
2000 Alameda De Las Pulgas
Suite 100
San Mateo, CA 94403

PollutionPrevention@co.sanmateo.ca.us

$3,000 Community
Action Grants available
From SMCWPPP
Applications Due:
NOVEMBER 20, 2009

San Mateo Countywide Water Pollution Prevention Program
is sponsoring

FREE SCHOOL ASSEMBLY PROGRAMS

by the award-winning, children's
performing arts group

ZunZun

YOUR SCHOOL IS
ELIGIBLE FOR
THIS YEAR'S SHOW,
"THE WATER BEAT"

Through an interactive, participatory, and environmentally focused show, ZunZun presents a musical adventure about storm drains, recycling, and keeping our water clean!

Shows are 45 minutes long, are appropriate for grades K-6, and meet State Content Standards.

Topics covered include water pollution, watershed ecology, storm-drain runoff, and water conservation.

For more information,
please visit
www.zunzuntunes.com

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Water Pollution Prevention Program
Clean Water. Healthy Community.

the watershed project

San Mateo County Creek Champions

A FREE student program available to 3rd-5th grade students in San Mateo County

Sign your class up today as spaces are limited!

During the hour long in-class presentation, students will learn about:

- Watershed ecology and storm drain pathways.
- How their school & community are connected to the Bay.
- How they can prevent pollution from entering their local creeks.

All activities are correlated to the CA State Standards and teachers will receive a curriculum packet with background information, activities, and classroom projects.

Sign up for the FREE in-class presentation for San Mateo County students in grades 3rd-5th. Contact Kathleen Brogan by email at **Kathleen@thewatershedproject.org** or by phone **(510) 665-3643**

For more information about this and other education programs and workshops, please visit www.thewatershedproject.org or call (510) 665-3643

SAN MATEO COUNTYWIDE
Water Pollution Prevention Program
Clean Water. Healthy Community. www.flowstobay.org

CERTIFICATE OF RECOGNITION

SAN MATEO COUNTY SCIENCE FAIR 2010

Derek Ackerman

has raised public awareness of the harmful effects of pollution on the environment

through his Science/Environmental Project called "Are You Polluting Our Creeks?" where upon he conducted water quality sampling and analysis of three San Mateo County creeks to measure the effects of pollution on fish spawning and determined that water quality has a negative impact fish habitat in creeks.

Jim Shannon

Jim Shannon, Chairperson
Public Information & Participation Subcommittee

SAN MATEO COUNTYWIDE
Water Pollution
Prevention Program
Clean Water. Healthy Community.

Matt Fabry

Matt Fabry, Program Coordinator
Water Pollution Prevention Program

City/County Association of Governments
San Mateo Countywide Water Pollution Prevention Program

CONGRATULATIONS

Bay Area Green Certified Gardeners

Through May 31, 2011

Name		Business	Contact
Clemente	Alejandro	Hernandez Landscape Maintenance	650-465-0375
Martin	Anguiano Fuentes	Self Employed	650-740-0020
Cesar	Barragan	Self Employed	650-366-9450
Norberto	Bugarin	Bugarian Garden Tree Services	650-365-9319
Miguel	Chacon	Mike's Gardening	650-367-1790
Silvestre	Cornejo	Skyline Landscapes Inc.	650-368-7744
Angel	Cortez	Angel's Gardening Service Inc	650-368-6551
Robin	Cowart		
Roberto	Cruz	New Image Landscaping	510-299-2301
Esmerelda	Cuevas	Cuevas Garden Services	408-892-1686
Francisco	De Leon	Les Jardins Landscaping	650-533-3028
Gene	Ebertowski	Flora Terra Landscape Mgmt	800-455-0304
Magdaleno	G. Esquerra	Esquerra's Gardening	650-328-6498
Guillermo	Flores	Guillermo Flores Garden	650-325-2453
Jorge	Garcia	Skyline Landscaping Inc	650-368-7400
Ignacio	Garcia Jr	Garcia's Landscaping	408-315-2972
Benz	Godinez	Benz's Landscaping and Tree Care	650-207-0403
Jose	Gonzales	JG Universal Landscape INC.	650-326-1027
Pedro	Gonzalez	Gonzalez Gardening	650-465-7841
Jesus	Gonzalez	Gonzalez Gardening	650-465-7841
Abel	Gonzalez	Abel Gonzalez Gardening	650-218-5285
Gustavo	Hernandez	Gus's Garden Service	650-771-3246
Salvador	Hernandez	Hernandez Landscape Maintenance	650-364-1275
Carlos	Hernandez	GGS Landscape	650-743-4311
Sergio	Jacobo	Jacobo Garden Service	650-364-8179
Armando	Landa	Landa's Garden & Landscape	408-892-1950
Isidoro	Lares	Lares Garden and Landscaping Services	650-400-3777
Gerardo	Lopez	Gary's Garden & Landscape	650-678-6930
Rumualdo	Lozano Cruz	Self Employed	650-921-2059
Jose	Lucatero	Jose's Services	650-248-8479
David	Martinez	Martinez Landscaping	650-464-5294
Jesus	Morales	Morales Gardening	650-208-1652
Daniel	Morena	Morena Gardens	650-255-7502
Marlayna	Nicol	Nicols' Landscape	
Pablo	Ochoa	Ochoa Garden Services	650-722-7942
Juan Carlos	Prado	Solar Power Gardening .com	650-868-9896

Continued

Bay Area Green Certified Gardeners *Through May 31, 2011*			
Name		**Business**	**Contact**
Ramon	Quezada	Quezada's Garden Service	650-222-4246
Antonio	Ramirez	Roger Reynolds Nursery	650-642-1838
Chris	Reed	Roger Reynolds Nursery	408-469-3048
Silvestre	Rodriguez	Self Employed	650-520-9180
Ricardo	Ruiz	R. Ruiz Gardening	650-245-7777
Luciano	Sajuan	Self Employed	650-364-5942
Hector	Sandoval	Cely's Garden Maintenance	408-595-8462
Jose	Serrato	Serrato's Gardening	650-814-7120
Mario	Solorio	Solorio Gardening	510-781-0284
Esteban	Talavera	Talavera Gardener	510-760-2992
Nestor	Toribio	Ocean View Landscaping	650-325-4793
Pedro	Valerio	Valerio's Landscape	650-759-5824
Rod	Webster	Roger Reynolds Nursery	650-323-5612