ATTACHMENT D

PREPARING A STORMWATER POLLUTION PREVENTION PLAN

Objectives of a SWPPP

A Stormwater Pollution Prevention Plan (SWPPP) shall be developed for each marina covered by this General Permit. The SWPPP shall be designed to comply with Federal requirements to implement best management practices (BMPs) to achieve compliance with discharge prohibitions and stormwater effluent limits. The SWPPP requires Dischargers (marina operators/owners or designated staff) to identify and implement BMPs to control stormwater and non-point source discharges.

Dischargers should refer to Section 8, Pages 9-12 for BMPs that should be implemented to prevent industrial pollutants from entering stormwater. Dischargers should refer to Attachments F and G for BMPs that may be implemented to control sources of non-point source pollutants associated with fueling and sewage,

The SWPPP shall be certified in accordance with the signatory requirements of Section 9.b.of the Standard Provisions in Attachment E. The SWPPP shall be developed and amended, when necessary, to meet the following objectives:

1. to identify and evaluate sources of pollutants associated with industrial activities being conducted at the facility that may affect the quality of stormwater discharges and prevent non-stormwater discharges from the facility; and

2. to identify and implement site-specific BMPs to reduce or prevent pollutants associated with industrial activities in stormwater discharges, non-stormwater discharges, and eliminate, to the maximum extent practicable, ~~non-point sources~~ pollutants associated with fueling and sewage and bilge pump-out activities, boat washing and~~,~~ sunken vessels.

BMPs may include a variety of pollution prevention measures or other low-cost and pollution control measures. They are generally categorized as non-structural BMPs (activity schedules, prohibitions of practices, maintenance procedures, and other low-cost measures) and as structural BMPs (treatment measures, runoff controls, overhead coverage.) To achieve these objectives facility operators should consider the five- phase process for SWPPP development and implementation as shown in Table A.

A facility's SWPPP is a written document that shall contain a compliance activity schedule, a description of industrial activities and pollutant sources, descriptions of BMPs, drawings, maps, and relevant copies or references of parts of other plans (i.e., business plan on file with the Fire Department, Hazardous Materials Inventory on file with the County Environmental Health Department, etc.). A copy of any requirements incorporated by reference shall be kept at the facility. The SWPPP shall be revised whenever appropriate and shall be readily available for review by facility employees or Regional Board inspectors.
The following checklist is designed to help Dischargers determine if they have prepared a complete SWPPP that includes 1) the eight minimum measures to control storm-water

discharges, 2) additional facility-specific BMPs if needed, 3) BMPs to eliminate, to the maximum extent practicable (MEP), pollutant ~~address non-point~~ source discharges from fueling and sewage and bilge pump-out activities, boat washing, and sunken vessels, 4) a facility map that clearly identifies the stormwater sampling locations, 5) a worksheet identifying significant materials present on-site, and 6) a worksheet identifying potential pollutant sources and BMPs to control these pollutant sources, 7) the appropriate signature and date.

If the Discharger's SWPPP does not contain all of the components on the checklist, the Regional Board will notify the Discharger that the SWPPP is incomplete. Once the Discharger receives notification from the Regional Board that the SWPPP is incomplete, the Discharger will have 60-days to submit a complete SWPPP to the Regional Board.

Complete SWPPP Checklist

No.	Component	Included	Not Included	Not Applicable
1.	**BMPs to control stormwater discharges include and describe the facility's procedures for:**			
	Good Housekeeping			
	Preventive Maintenance			
	Spill Response			
	Material Handling and Waste Management			
	Employee Training Program			
	Record Keeping and Quality Assurance			
	Visual Inspections			
2.	**Additional Facility-specific BMPs if identified as needed**			
3.	**BMPs to address non-point source pollutants associated with:**			
	Fueling practices			
	Bilge pump-out			
	Sewage pump-out			
	Sunken Vessels			
	Pavement			
	Boat Washing			
4.	**Facility Map identifies:**			
	Stormwater sampling locations			
	Stormwater collection and conveyance systems			
	Impervious areas			
	Areas of industrial activity			
	Locations where materials are directly exposed to precipitation			
	Facility boundary, drainage areas and flow directions			
5.	**Worksheet 1-** Significant Materials			
6.	**Worksheet 2-** Potential Pollutant Sources			
7.	**Signature and Date in accordance with Attachment E Standard Provisions, Sections 9 and 10**			

TABLE A
FIVE PHASES FOR DEVELOPING AND IMPLEMENTING INDUSTRIAL STORMWATER POLLUTION PREVENTION PLANS

PLANNING AND ORGANIZATION
- Form Pollution Prevention Team
- Review other plans

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ASSESSMENT PHASE
- Develop a facility map
- Identify potential pollutant sources
- Inventory of materials and chemicals
- List significant spills and leaks
- Identify non-stormwater discharges
- Assess pollutant risks

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BEST MANAGEMENT PRACTICES IDENTIFICATION PHASE
- Minimum Required BMPs
- Facility Specific BMPs

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IMPLEMENTATION PHASE
- Train employees
- Implement BMPs
- Collect and review records

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EVALUATION/MONITORING
- Conduct annual facility evaluation
- Review monitoring information
- Evaluate BMPs
- Review and revise SWPPP

1. Implementation Schedule

Dischargers shall develop and implement a facility specific SWPPP for each facility covered by this Marina Permit in accordance with the following schedule.

a. Dischargers who are currently enrolled under the Marina Permit shall continue to implement their existing SWPPP while they review and revise the current plan. Dischargers shall submit their revised SWPPP by **November 15, 2005**. The revised SWPPP submitted on November 15, 2005 will be incorporated into the Marina Permit when the permit is reopened at a Regional Board public meeting.

b. Dischargers who plan to receive coverage under the Marina Permit for projects at marinas involving the construction of BMPs, repair work, or maintenance dredging must submit a BMP Plan (Attachment J of the Marina Permit) with the project application. (A SWPPP is not required for activities other than the long-term operation and maintenance of the marina.)

In preparing a BMP Plan for dredging projects, Dischargers should refer to Attachment H of the Marina Permit when determining which BMPs should be included in the BMP Plan to control discharges associated with wastes generated from maintenance dredging.

2. SWPPP Performance Standards

a. Dischargers shall prepare and implement a SWPPP to achieve the following performance standards:

i. Dischargers shall identify and evaluate all sources of pollutants that may affect the quality of a facility's stormwater discharges and authorized non-stormwater discharges;

ii. Dischargers shall identify, describe, and implement the minimum BMPs as required in Section 8.a. (Pages 9-12 of Attachment D) and additional facility-specific BMPs (Section 8.b., Page 12 of Attachment D) to reduce or prevent pollutants in stormwater discharges and authorized non-stormwater discharges. BMPs shall be selected to achieve BAT/BCT and compliance with discharge prohibitions, numeric and narrative water quality standards, and effluent limits.

iii. Dischargers shall identify, describe and implement BMPs to control discharges of non-point source pollutants associated with fueling and sewage and bilge pump-out activities, and sunken vessels. Dischargers shall refer to Attachments F and G of the Marina Permit for BMPs that may be implemented to control non-point discharges of fuel and sewage.

b. To achieve the SWPPP performance standards, Dischargers shall prepare written facility specific SWPPPs in accordance with all applicable SWPPP requirements of this section. The SWPPP shall include all required maps, descriptions, schedules, checklists, and relevant copies or specific references to other documents that satisfy the requirements of this section. In developing a SWPPP the Discharger should refer to Page 3, Table A of

Attachmet D, which summarizes the typical development and implementation steps necessary to achieve the described objectives.

3. Planning and Organization

a. Pollution Prevention Team

Dischargers shall include the following items in the SWPPP:

i. The names and titles of specific individuals, or the positions within the facility organization, as members of a stormwater pollution prevention team responsible for developing, implementing, and revising the SWPPP and conducting all monitoring program activities required in the Monitoring and Reporting Program.

ii. The responsibilities, duties, and activities of each team member.

iii. The procedures that shall be implemented to identify alternate individuals or positions to perform the required pollution prevention team responsibilities when team members are temporarily unavailable (due to vacation, illness, out of town meetings, etc.).

b. Review Other Requirements and Existing Facility Plans

i. Dischargers shall develop, implement, and revise the SWPPP as necessary to be consistent with any applicable municipal, State, and federal requirements that pertain to the requirements of this Marina Permit. For example, a municipal stormwater management agency may require specific BMP implementation activities.

ii. Dischargers may incorporate or reference the elements of existing plans, procedures, or regulatory compliance documents that contain stormwater related BMPs or otherwise relate to the requirements of this Marina Permit. For example, Dischargers whose facilities are subject to Federal Spill Prevention Control and Countermeasures' requirements should already have instituted a plan to control spills of certain hazardous materials. Similarly, Dischargers whose facilities are subject to regional air quality emission controls may already have evaluated and are controlling industrial related emissions.

4. Facility Map

Dischargers shall prepare a facility map. The facility map shall be provided on an 8-1/2 x 11-inch or larger sheet and shall include notes, legends, north arrow, and other data as appropriate to ensure that the facility map is clear and understandable. If necessary, Dischargers may provide the required information on multiple facility maps. Dischargers shall include the following information on the facility map:

a. Outlines of the facility boundary, stormwater drainage areas within the facility boundary, and portions of any drainage area impacted by discharges from surrounding areas.

Include the flow direction of each drainage area; on-facility surface water bodies; areas of soil erosion; and location(s) of near-by water bodies (such as rivers, lakes, wetlands, etc.) or municipal storm drain inlets that may receive the facility's stormwater discharges and authorized non-stormwater discharges.

b. The location of the stormwater collection and conveyance system, associated points of discharge, and direction of flow. Include any structural control measures that affect stormwater discharges, authorized non-stormwater discharges, and run-on. Examples of structural control measures are catch basins, berms, detention ponds, secondary containment, oil/water separators, diversion barriers, etc.

c. The location of all of the stormwater sampling locations. The Discharger shall also attach a written description of the sampling locations (e.g., pipe discharging into a sediment basin) and a description of where the stormwater collected discharges (e.g., a sediment basin).

d. An outline of all impervious areas of the facility, including paved areas, buildings, covered storage areas, or other roofed structures.

e. Locations where materials are directly exposed to precipitation.

f. Areas of industrial activity. Identify all storage areas and storage tanks, shipping and receiving areas, fueling areas, vehicle and equipment storage/maintenance areas, boat washing areas, material handling and processing areas, waste treatment and disposal areas, dust or particulate generating areas, cleaning and reusing areas, and other areas of industrial activity which may have potential pollutant sources.

5. List of Significant Materials (Worksheet 1, Page 16 of SWPPP)

Using Worksheet 1 (see Page 16) Dischargers shall prepare a list of significant materials handled and stored at the facility and shall describe the locations where each material is stored and handled, as well as the typical quantities and handling frequency. Materials shall include raw materials, intermediate products, final or finished products, recycled materials, and waste or disposed materials.

6. Description of Potential Pollutant Sources (Worksheet 2, Page 17 of SWPPP)

For each area of industrial activity identified in Section 4.f. above, Dischargers shall prepare a narrative description of the facility's industrial activities, potential pollutant sources, and potential pollutants that could be exposed to stormwater or authorized non-stormwater discharges. At a minimum, the following industrial activities shall be described as applicable:

a. Industrial Processes
Describe each industrial process including the manufacturing, cleaning, maintenance, recycling, disposal, or other activities related to the process. Include the type, characteristics, and approximate quantity of significant materials used in or resulting

from the process. Areas protected by containment structures and the corresponding containment capacity shall be identified and described.

b. Material Handling and Storage Areas
Describe each handling and storage area, including the type, characteristics, and quantity of significant materials handled or stored, description of the shipping, receiving, and loading procedures, and the spill or leak prevention and response procedures. Areas protected by containment structure and the corresponding containment capacity shall be identified and described.

c. Dust and Particulate Generating Activities
Describe all industrial activities that generate dust or particulate pollutants that may be deposited within the facility's boundaries. Include their discharge locations and the type, characteristics, and estimated quantity of dust and particulate pollutants that may be deposited within the facility's boundaries. Identify the primary areas of the facility where dust and particulate pollutants would settle.

d. Significant Spills and Leaks
Identify and describe materials that have spilled or leaked in significant quantities in stormwater discharges or non-stormwater discharges within the previous five-year period. Include toxic chemicals (listed in 40 CFR, Part 302) that have been discharged to stormwater as reported on USEPA Form R and oil and hazardous substances in excess of reportable quantities (see 40 CFR, Parts 110, 117, and 302). The description shall include the location, characteristics, and approximate quantity of the materials spilled or leaked, the cleanup or remedial actions that have occurred or are planned, the approximate remaining quantity of materials that may be exposed to stormwater or non-stormwater discharges, and the preventative measures taken to ensure spills or leaks of the material do not recur.

e. Non-Stormwater Discharges

i. Dischargers shall inspect the facility to identify all non-stormwater discharges, sources, and drainage areas. All drains (inlets and outlets) shall be evaluated to identify whether they connect to the storm drain system.

ii. All non-stormwater discharges shall be described. This shall include the source, quantity, frequency, and characteristics of the non-stormwater discharges and associated drainage area.

iii. For each non-stormwater discharge described above, identify whether the discharge is an authorized or unauthorized non-stormwater discharge in accordance with the Marina Permit Section IV.-Non-Stormwater Discharges. Examples of unauthorized non-stormwater discharges are rinse and wash water (whether detergents are used or not), contact and non-contact cooling water, and boiler blow down.

f. Soil Erosion

Describe the facility locations where soil erosion may be caused by industrial activities at the marina, contact with stormwater or authorized non-stormwater discharges, or from run-on from surrounding areas of the facility.

7. Assessment of Potential Pollutant Sources (Worksheet 2, Page 17)

a. Dischargers shall include in the SWPPP a narrative assessment of all areas of industrial activity and potential industrial pollutant sources as described in Section 6 to determine: (1) which areas of the facility are likely sources of pollutants in stormwater discharges and authorized non-stormwater discharges, and (2) which pollutants are likely to be present in stormwater discharges and authorized non-stormwater discharges. At a minimum, Dischargers shall consider:

i. The quantity, physical characteristics (liquid, powder, solid, etc.), and locations of each significant material handled, produced, stored, recycled, or disposed.

ii. The degree pollutants associated with those materials are exposed to and mobilized by contact with stormwater.

iii. The direct and indirect pathways that pollutants may be exposed to stormwater or authorized non-stormwater discharges. This shall include an assessment of past spills or leaks, non-stormwater discharges, and discharges from adjoining areas.

iv. Sampling, visual observation, and inspection records.

v. Effectiveness of existing BMPs to reduce or prevent pollutants in stormwater discharges and authorized non-stormwater discharges.

b. Based upon the assessment above, the Discharger shall identify any areas of the facility where additional BMPs are necessary to reduce or prevent pollutants in stormwater discharges and authorized non-stormwater discharges.

8. Stormwater BMPs

Dischargers shall identify, describe and implement appropriate facility specific BMPs that will reduce or prevent pollutants in stormwater discharges to achieve compliance with the BAT/BCT standard and compliance with discharge prohibitions, narrative and numeric water quality standards, and effluent limits These BMPs must include all of the minimum BMPs required in Section 8.a. (Pages 9-12 of Attachment D) and additional facility-specific BMPs as required in Section 8.b. (Pages 12 of Attachment D).

a. Minimum BMPs

Dischargers shall implement the following minimum BMPs described below throughout their facilities unless clearly inapplicable to the facility. If any of the minimum BMPs are not applicable to the facility, Dischargers shall include a written explanation of inapplicability in their SWPPP. Dischargers have the burden to prove inapplicability.

Dischargers may use alternative BMPs instead of the minimum BMPs only if the Dischargers provide specific justification in their SWPPP explaining why the minimum BMPs can not be implemented, and what alternative BMPs shall be implemented that will reduce or prevent pollutants in stormwater discharges at least to the same degree. Dischargers have the burden to show that its alternative BMPs are at least as effective as the minimum BMPs.

i. Good Housekeeping, including procedures to maintain a clean and orderly facility. Dischargers shall:

(1) Inspect weekly all outdoor areas associated with industrial activities at the marina, stormwater discharge locations, drainage areas, conveyance systems, waste handling/disposal areas, and perimeter areas impacted by off-facility materials or stormwater run-on to determine housekeeping needs. Any identified debris, wastes, and spilled, tracked, or leaked materials shall be cleaned and disposed of properly. Weekly inspections may be suspended during periods when there is no outdoor exposure of industrial activities or materials. If a different inspection schedule is prescribed by regulation for a particular facility or type of facilities (such as closed landfills) the schedule can be adjusted to follow the applicable regulation;

(2) Implement BMPs to reduce or prevent material tracking;

(3) Implement BMPs to ensure that all facility areas impacted by rinse/wash waters are cleaned as soon as possible;

(4) Cover all stored industrial materials that can be readily mobilized by contact with stormwater;

(5) Contain all stored non-solid industrial materials (such as liquids and powders) that can be transported or dispersed via wind dissipation or contact with stormwater;

(6) Prevent disposal of any rinse/wash waters or industrial materials into the storm drain system; and

(7) Divert stormwater or authorized non-stormwater flows from non-industrial areas (such as employee parking) from contact with industrial areas of the facility. Flows from nonindustrial areas that contact industrial areas of the facility are subject to this Marina Permit's requirements.

ii. Preventative Maintenance, including material handling and waste management, generally addresses the procedures necessary to minimize the potential for spills and leaks during material handling and to minimize exposure of materials that can be mobilized by contact with stormwater or transported via wind erosion during material handling. Preventative maintenance BMPs generally include the regular inspection and maintenance of facility equipment and systems used outdoors (such as forklifts,

process machinery, storage containers, etc) to prevent spills and leaks from occurring due to age, use, malfunction, or damage. Dischargers shall:

(1) Identify all equipment and systems used outdoors that may spill or leak pollutants;

(2) Inspect weekly each of the identified equipment and systems to detect leaks or identify conditions that may result in the development of leaks. Weekly inspections may be suspended during periods when there is no outdoor exposure of the equipment and systems;

(3) Establish a schedule to perform maintenance of identified equipment and systems. The schedule shall either be periodic or based upon more appropriate intervals such as hours of use, mileage, age, etc; and

(4) Establish procedures for prompt maintenance and repair of equipment and systems when inspections detect leaks or when conditions exist that may result in the development of spills or leaks.

iii. Spill Response Procedures generally address incidents of spills or leaked material based upon the quantities and locations of significant materials that may spill or leak. Dischargers shall:

(1) Develop and implement spill response procedures. Spill response shall be designed to prevent spilled materials from discharging from the facility via the storm drain system. Spilled materials shall be cleaned promptly and disposed of properly;

(2) Identify and describe all necessary and appropriate spill response equipment, location of spill response equipment, and spill response equipment maintenance procedures; and

(3) Identify and train appropriate spill response personnel.

iv. Material Handling/Waste Management: practices to minimize exposure of waste materials to stormwater. Dischargers shall:

(1) Prevent or minimize handling of materials or wastes that can be readily mobilized by contact with stormwater during a storm event;

(2) Contain non-solid materials or wastes that can be dispersed via wind erosion during handling;

(3) Cover waste disposal containers when not in use;

(4) Clean all spills of materials/wastes that occur during handling in accordance with the spill response procedures required in Section 8.a.iii. (Pages 10 and 11 of Attachment D); and

(5) Inspect and clean daily any outdoor material/waste handling equipment or containers that can be contaminated by contact with industrial materials or wastes.

v. Employee Training Program: ensures that all necessary personnel responsible for implementing the various compliance activities of this Marina Permit, including BMP implementation, inspections and evaluations, monitoring activities, and stormwater compliance management are adequately trained. Dischargers shall:

(1) Prepare or acquire appropriate training manuals or training materials;

(2) Identify which personnel shall be trained, their responsibilities, and the type of training they shall receive;

(3) Provide a training schedule; and

(4) Maintain documentation of all completed training classes and the personnel who received training.

vi. Record Keeping and Quality Assurance: relates to the Discharger's internal management effort to ensure compliance activities are completed properly and documented.

(1) Dischargers shall keep and maintain records of inspections, spills, BMP related maintenance activities, corrective actions, visual observations, etc.

(2) Dischargers shall develop and implement management procedures to ensure that the appropriate staff implements all elements of the SWPPP and Monitoring Program.

vii. Erosion/Sediment Control typically includes practices to prevent erosion from occurring. This includes the planting and maintenance of vegetation to stabilize the ground, diversion of runon and run-off away from areas subject to erosion, etc. Sediment control includes practices to reduce the discharge of sediment once erosion has occurred. It includes sedimentation ponds, silt screens, etc. For each facility location identified in Section.6.f (Page 8 of Attachment D), Dischargers shall:

(1) Implement erosion/sediment controls at these identified areas; and

(2) Maintain erosion/sediment controls to achieve optimal performance during storm events.

viii. Periodic visual inspections of a facility are necessary to ensure that the SWPPP addresses any significant changes to the facility's operations or BMP implementation procedures. Dischargers shall:

(1) During each reporting year (November 1-October 31), conduct a minimum of monthly visual inspections (during months of facility operation) of all areas of industrial activity and associated potential pollutant sources. The annual comprehensive facility compliance evaluation described in Section 10 (Pages 13 and 14 of Attachment D) may substitute for one of the monthly inspections;

(2) Implement any corrective actions resulting from the inspection;

(3) Prepare a summary and status of the corrective actions resulting from the monthly inspections. This summary shall be reported in the Annual Report; and

(4) Certify in the Annual Report that each monthly visual inspection (during months of operation only) was completed.

b. Additional Facility Specific BMPs

The BMPs listed in Section 8.a. (Pages 9-12 of Attachment D) are the minimum BMPs that are required for all facilities. Based upon the potential pollutant source assessment required in Section 7 (Page 8 of Attachment D), Dischargers shall identify and implement additional facility specific BMPs necessary to reduce or prevent pollutants in stormwater discharges to achieve compliance with the BAT/BCT standard and compliance with Discharge Prohibitions (Section I., Pages 9 and 10 of the Marina Permit) and Stormwater Effluent Limits (Section II.A., Page 10 of the Marina Permit) or exceed the USEPA benchmark values presented in Table 1, Page 11 of the Monitoring and Reporting Program.

c. BMP Descriptions

Dischargers shall include in the SWPPP a narrative description of each BMP implemented at the facility that includes:

i. The type of pollutants the BMP is designed to reduce or prevent;

ii. The frequency, time(s) of day, or conditions when the BMP is scheduled for implementation;

iii. The locations within each area of industrial activity or industrial pollutant source where the BMP shall be implemented;

iv. Identification of the individual and/or position responsible for implementing the BMP;

v. The procedures (including maintenance procedures) and/or instructions to implement the BMP; and

vi. The equipment and tools necessary to implement the BMP.

d. BMP Summary (Worksheet 2, Page 17)

Using Worksheet 2 (see Page 17), Dischargers should indicate the BMPs implemented to control pollutants associated with the industrial activities listed on Worksheet 2.

9. Non-point Source

The Discharger shall refer to Attachments F and G when determining the types of BMPs to consider and implement to control discharges of fuel and sewage.

10. Annual Comprehensive Facility Compliance Evaluation

Dischargers shall conduct one comprehensive facility compliance evaluation (evaluation) in each reporting period (Nov. 1- Oct. 31). Evaluations shall be conducted no less than 8 months from the previous evaluation. Dischargers shall include the following items in their evaluations:

a. A review of all visual observation records, inspection records, and sampling and analysis results conducted during the previous four quarters.

b. A visual inspection of all areas of industrial activity and associated potential pollutant sources for evidence of, or the potential for, pollutants entering the drainage system. A visual inspection of equipment needed to implement the SWPPP shall be included.

c. A review and evaluation of all BMPs for each area of industrial activity and associated potential pollutant sources to determine whether the BMPs are properly designed, implemented, and are effective in reducing and preventing pollutants in stormwater discharges and authorized non-stormwater discharges.

d. An evaluation report that includes:

i. Identification of personnel performing the evaluation;

ii. Date(s) of the evaluation;

iii. Summary and implementation dates of all significant corrective actions for the reporting year;

iv. Schedule for implementing any incomplete corrective actions;

v. Any incidents of non-compliance and the corrective actions taken; and

vi. The evaluation report shall be submitted as part of the Annual Report, retained for at least five years, and signed and certified in accordance with Standard Provisions 9 and 10 of Attachment E. Dischargers shall prepare the evaluation report using the standardized format and checklists included in the Annual Report forms provided by the SWRCB or appropriate Regional Board.

11. General Requirements

a. Dischargers shall retain the SWPPP at their facilities. At the time of inspection by a Regional Board, SWRCB, USEPA, or municipal stormwater management agency (local agency) inspector, Dischargers shall provide the SWPPP immediately for review if requested. Upon written request by a representative of the Regional Board, SWRCB, USEPA, or municipal stormwater management agency (local agency), Dischargers shall provide a copy of the SWPPP within five (5) working days from the date the request is received. In accordance with Section 308(b) of the CWA, the SWPPP is considered a report that shall be available to the public. As appropriate, Dischargers may provide national security sensitive information as a separate attachment to the SWPPP. Information that is not subject to disclosure pursuant to the California Public Records Act (e.g., trade secrets) must be segregated in the SWPPP submittal and justification for confidentiality must be included.

b. Upon notification by the Regional Board or SWRCB that the SWPPP does not meet one or more of the minimum requirements of this Section, Dischargers shall revise the SWPPP and implement additional BMPs that are effective in reducing and eliminating pollutants in stormwater discharges and authorized non-stormwater discharges. If requested, Dischargers shall provide an implementation schedule and/or completion certification.

c. The SWPPP shall be revised, as appropriate, and implemented prior to changes in industrial activities which:

i. Significantly increase the exposure of industrial materials and material handling equipment to stormwater; or

ii. Add new areas of industrial activity; or

iii. Begin an industrial activity that would introduce a new pollutant source.

d. The SWPPP shall also be revised if the Regional Board directs the Discharger to amend the SWPPP.

e. If a facility's SWPPP is revised, the updated SWPPP shall be submitted to the Regional Board. After the revised SWPPP is submitted, the permit will be reopened and the new terms of the SWPPP will be incorporated into the Marina Permit at a Regional Board public meeting.

WORK SHEET 1
LIST OF SIGNIFICANT MATERIALS HANDLED AND STORED AT THE SITE

Instructions: List all the materials stored and handled onsite. Evaluate these materials for their potential to contribute pollutants to stormwater runoff.

Material	Purpose	Quantity	Stored	Handled	Frequency	Disposal

Indicate on the site map where these materials are stored, handled, and disposed. Also indicate if materials are exposed to precipitation or if materials are within the path of stormwater runoff.

Worksheet 1- Prepared by:_____ Date:_____

WORKSHEET 2

ASSESSMENT OF POTENTIAL POLLUTANT SOURCES AND CORRESPONDING BEST MANAGEMENT PRACTICES

Instructions: Provide a summary of all areas of industrial activities, potential pollutant sources, and potential pollutants. Also include the Best Management Practices implemented onsite (i.e., non-structural BMPs-good housekeeping, preventive maintenance, spill response, daily site inspections or structural BMPs-overhead coverage, secondary containment structures, etc.) to prevent pollutants from entering stormwater or surface waters.

Activity	Location of Activity	Pollutant Source	Pollutant	Best Management Practice

Worksheet 2- Prepared by:_____ Date:_____