



Public Works Department

September 15, 2014

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

Subject: **City of Menlo Park**
FY 2013/14 Annual Report

Dear Mr. Wolfe:

This letter and Annual Report with attachments is submitted by City of Menlo Park pursuant to Permit Provision C.16.a of the Municipal Regional Stormwater NPDES Permit (MRP), Order R2-2009-0074, NPDES Permit No CAS612008 issued by the San Francisco Bay Regional Water Quality Control Board. The Annual Report provides documentation of compliance activities conducted during FY 2013/14 and related accomplishments.

Please contact Virginia Parks at 650-330-6740 regarding any questions or concerns.

Very truly yours,

Jesse T. Quirion
Interim Public Works Director

**City of Menlo Park
FY 2013/14 ANNUAL REPORT**

Certification Statement

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

Signature of Duly Authorized Representative:



Jesse T. Quirion, Interim Public Works Director

9-10-14

Date

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Section 1 – Permittee Information

Background Information			
Permittee Name:	City of Menlo Park		
Population:	33,071		
NPDES Permit No.:	CAS612008		
Order Number:	R2-2009-0074R		
Reporting Time Period (month/year):	July 2013 through June 2014		
Name of the Responsible Authority:	Jesse T. Quirion	Title:	Interim Public Works Director
Mailing Address:	701 Laurel St.		
City:	Menlo Park	Zip Code:	94025
		County:	San Mateo County
Telephone Number:	(650) 330-6740	Fax Number:	(650) 327-5497
E-mail Address:	jtquirion@menlopark.org		
Name of the Designated Stormwater Management Program Contact (if different from above):	Ruben Niño	Title:	Assistant Public Works Director
Department:	Public Works, Engineering		
Mailing Address:	701 Laurel St.		
City:	Menlo Park	Zip Code:	94025
		County:	San Mateo County
Telephone Number:	(650) 330-6740	Fax Number:	(650) 327-5497
E-mail Address:	RRnino@menlopark.org		

Section 2 - Provision C.2 Reporting Municipal Operations

Program Highlights and Evaluation

Highlight/summarize activities for reporting year:

Summary:
Attended Quarterly Municipal Maintenance Workshops. Discussed BMP's with other Municipalities regarding planned, and unplanned dischargers, trash capture devices, Street Sweeping, Graffiti, and other concerns regarding storm water.

 Refer to the C.2 Municipal Operations section of the SMCWPPP FY 13-14 Annual Report for a description of activities implemented at the countywide and/or regional level.

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

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

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

Comments:

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

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

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

Comments:

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

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

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

Comments:

C.2.d. ► Stormwater Pump Stations

Does your municipality own stormwater pump stations: Y Yes No

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

Complete the following table for dry weather DO monitoring and inspection data for pump stations¹ (add more rows for additional pump stations). If a pump station is exempt from DO monitoring, explain why it is exempt.

Pump Station Name and Location	First inspection Dry Weather DO Data		Second inspection Dry Weather DO Data	
	Date	mg/L	Date	mg/L
Chrysler Pump Station. 1221 Chrysler Dr.	9/13/2013	7.53	9/19/2013	7.18

Summarize corrective actions as needed for DO monitoring at or below 3 mg/L. Attach inspection records of additional DO monitoring for corrective actions:

Summary:

Attachments:

Complete the following table for wet weather inspection data for pump stations (add more rows for additional pump stations):

Pump Station Name and Location	Date (2x/year required)	Presence of Trash (Cubic Yards)	Presence of Odor (Yes or No)	Presence of Color (Yes or No)	Presence of Turbidity (Yes or No)	Presence of Floating Hydrocarbons (Yes or No)
Chrysler Pump Station 1221 Chrysler Dr.	2/27/2014	0	no	slight	Yes 6.99	no
Same	3/5/2014	0	no	slight	Yes 6.08	no

¹ DO monitoring is exempted where all discharge from a pump station remains in a stormwater collection system or infiltrates into a dry creek immediately downstream.

C.2.e. ► Rural Public Works Construction and Maintenance			
Does your municipality own/maintain rural ² roads:		<input checked="" type="checkbox"/>	Yes
		<input type="checkbox"/>	No
If your answer is No then skip to C.2.f.			
Place a Y in the boxes next to activities where applicable BMPs were implemented. If not applicable, type NA in the box and provide an explanation in the comments section below. Place an N in the boxes next to activities where applicable BMPs were not implemented for one or more of these activities during the reporting fiscal year, then in the comments section below provide an explanation of when BMPs were not implemented and the corrective actions taken.			
<input checked="" type="checkbox"/>	Control of road-related erosion and sediment transport from road design, construction, maintenance, and repairs in rural areas		
<input checked="" type="checkbox"/>	Identification and prioritization of rural road maintenance based on soil erosion potential, slope steepness, and stream habitat resources		
<input checked="" type="checkbox"/>	No impact to creek functions including migratory fish passage during construction of roads and culverts		
<input checked="" type="checkbox"/>	Inspection of rural roads for structural integrity and prevention of impact on water quality		
<input type="checkbox"/>	Maintenance of rural roads adjacent to streams and riparian habitat to reduce erosion, replace damaging shotgun culverts and excessive erosion		
<input type="checkbox"/>	Re-grading of unpaved rural roads to slope outward where consistent with road engineering safety standards, and installation of water bars as appropriate		
<input checked="" type="checkbox"/>	Inclusion of measures to reduce erosion, provide fish passage, and maintain natural stream geomorphology when replacing culverts or design of new culverts or bridge crossings		
<p>Comments including listing increased maintenance in priority areas: West Bay Sanitary district replaced about 200' of sewer line on Woodland Avenue between Pope and Woodland Court. While replacing paving at the trench they observed stormwater BMPs.</p> <p>No other maintenance or construction was done on City roads adjacent to San Francisquiso Creek or in open space parks.</p> <p>One property owner adjacent to the Creek has developed a report listing measures to reduce erosion, provide fish passage, and maintain natural stream geomorphology for construction of bank stabilization projects. The City may partner with this property and others along the Creek to improve the creek bank adjacent to its roads.</p> <p>*N/A: City does not have rural roads adjacent to streams or rural roads that are unpaved.</p>			

² Rural means any watershed or portion thereof that is developed with large lot home-sites, such as one acre or larger, or with primarily agricultural, grazing or open space uses.

C.2.f. ► Corporation Yard BMP Implementation			
Place an X in the boxes below that apply to your corporations yard(s):			
<input type="checkbox"/>	We do not have a corporation yard		
<input type="checkbox"/>	Our corporation yard is a filed NOI facility and regulated by the California State Industrial Stormwater NPDES General Permit		
<input checked="" type="checkbox"/>	We have a Stormwater Pollution Prevention Plan (SWPPP) for the Corporation Yard(s)		
Place an X in the boxes below next to implemented SWPPP BMPs to indicate that these BMPs were implemented in applicable instances. If not applicable, type NA in the box. If one or more of the BMPs were not adequately implemented during the reporting fiscal year then indicate so and explain in the comments section below:			
<input checked="" type="checkbox"/>	Control of pollutant discharges to storm drains such as wash waters from cleaning vehicles and equipment		
<input checked="" type="checkbox"/>	Routine inspection prior to the rainy seasons of corporation yard(s) to ensure non-stormwater discharges have not entered the storm drain system		
<input checked="" type="checkbox"/>	Containment of all vehicle and equipment wash areas through plumbing to sanitary or another collection method		
<input checked="" type="checkbox"/>	Use of dry cleanup methods when cleaning debris and spills from corporation yard(s) or collection of all wash water and disposing of wash water to sanitary or other location where it does not impact surface or groundwater when wet cleanup methods are used		
<input checked="" type="checkbox"/>	Cover and/or berm outdoor storage areas containing waste pollutants		
Comments: All storage areas (such as electronics, green waste, garbage) are bermed and or covered to eliminate waste from entering storm drains.			
If you have a corporation yard(s) that is not an NOI facility, complete the following table for inspection results for your corporation yard(s) or attach a summary including the following information:			
Corporation Yard Name	Inspection Date (1x/year required)	Inspection Findings/Results	Follow-up Actions
City of Menlo Park	9/11/2013	See Attached	See Attached

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

C.3.b.v.(2)(a) ► Green Streets Status Report

(All projects to be completed by December 1, 2014)

On an annual basis (if applicable), report on the status of any pilot green street projects within your jurisdiction. For each completed project, report the capital costs, operation and maintenance costs, legal and procedural arrangements in place to address operation and maintenance and its associated costs, and the sustainable landscape measures incorporated in the project including, if relevant, the score from the Bay-Friendly Landscape Scorecard.

Summary:

The City of Menlo Park does not have a pilot green street project in its jurisdiction.

The C.3 New Development and Redevelopment section of the SMCWPPP FY 13-14 Annual Report includes a description of activities conducted at the countywide or regional level.

C.3.b.v.(1) ► Regulated Projects Reporting

Fill in attached table C.3.b.v.(1) or attach your own table including the same information.

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

(For FY 11-12 Annual Report and each Annual Report thereafter)

Is your agency choosing to require 100% LID treatment onsite for all Regulated Projects and not allow alternative compliance under Provision C.3.e.?

	Yes	X	No
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Comments (optional):

C.3.e.vi ► Special Projects Reporting

1. Has your agency received, but not yet granted final discretionary approval of, a development permit application for a project that has been identified as a potential Special Project based on criteria listed in MRP Provision C.3.e.ii(2) for any of the three categories of Special Projects (Categories A, B or C)?		Yes	X	No
2. Has your agency granted final discretionary approval of a project identified as a Special Project in the March 15, 2014 report? If yes, include the project in both the C.3.b.v.(1) Table, and the C.3.e.vi. Table.		Yes	X	No
If you answered "Yes" to either question, 1) Complete Table C.3.e.vi . below. 2) Attach narrative discussion of 100% LID Feasibility or Infeasibility for each project.				

C.3.h.iv. ► Installed Stormwater Treatment Systems Operation and Maintenance Verification Inspection Program Reporting

(1) Fill in attached table C.3.h.iv.(1) or attach your own table including the same information. See Table.
(2) On an annual basis, provide a discussion of the inspection findings for the year and any common problems encountered with various types of treatment systems and/or HM controls. This discussion should include a general comparison to the inspection findings from the previous year.
Summary: The City has 61 parcels where stormwater treatment measures have been installed. Of those 61, five are vault-based systems. The City inspected 20, including three vault-based systems. Six of the 61 was installed, new, this year. The City found that all new installations were per plan. Installed systems were adequately maintained, clean and operational.
(3) On an annual basis, provide a discussion of the effectiveness of the O&M Program and any proposed changes to improve the O&M Program (e.g., changes in prioritization plan or frequency of O&M inspections, other changes to improve effectiveness program).
Summary: The City's program is maturing; staffs are familiar with their inspection responsibilities and these inspections are now on their regular tasks lists.
(4) During the reporting year, did your agency:

<ul style="list-style-type: none"> Inspect all newly installed stormwater treatment systems and HM controls within 45 days of installation? 	x	Yes		No		Not applicable. No new facilities were installed.
<ul style="list-style-type: none"> Inspect at least 20 percent of the total number of installed stormwater treatment systems or HM controls?³ 	x	Yes		No		Not applicable. No treatment measures
<ul style="list-style-type: none"> Inspect at least 20 percent of the total number of installed vault-based systems? 	x	Yes		No		Not applicable. No vault systems.
If you answered "No" to any of the questions above, please explain:						

C.3.i. ► Required Site Design Measures for Small Projects and Detached Single Family Home Projects

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

Summary:
We have continued to use the Countywide "C.3 and C.6 Development Review Checklist" for all projects, including Single Family Home and Small Projects. The form identifies Site Design and Source Control measures that the Applicants are encouraged to use. Through our policy of not allowing increased post-development run-off for the 10 year storm, we minimize any additional run-off to the storm system and maximize the use of on-site retention and infiltration.

³ If there is only 1 treatment measure in the jurisdiction, the agency must inspect it every year.

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

Project Name Project No.	Project Location ¹⁰ , Street Address	Name of Developer	Project Phase No. ¹¹	Project Type & Description ¹²	Project Watershed ¹³	Total Site Area (Acres)	Total Area of Land Disturbed (Acres)	Total New Impervious Surface Area (ft ²) ¹⁴	Total Replaced Impervious Surface Area (ft ²) ¹⁵	Total Pre- Project Impervious Surface Area ¹⁶ (ft ²)	Total Post- Project Impervious Surface Area ¹⁷ (ft ²)
Private Projects											
Anton Menlo	3639 Haven Ave. near Bayshore Freeway	St. Anton Partners	NA	New 394 residential apartment units	Atherton Channel	9.69	9.69	209,079	132,949	132,949	342,028
Nativity School	1250 Laurel St. at Oak Grove Ave.	Steven Otellini	NA	New classroom wing added to an existing classroom building	Atherton Channel	0.55	0.55	5,587	11,229	16,655	22,242
2800 Sand Hill Road	2800 Sand Hill Rd. west of Monte Rosa Dr.	Shepard Land Co.	NA	Redevelopment - Remodel existing commercial building	San Francisquito Creek	6.00	0.98	0	17,171	183,000	183,000
Hamilton Apartments	777 Hamilton Ave. at Windermere Ave.	Greenheart Land Company	NA	New 195 residential apartment units	San Francisco Bay	6.52	6.52	95,756	111,668	158,643	254,399
Public Projects											
Comments: N/A – The City did not approve any regulated public projects during fiscal year 2013-2014.											

¹⁰ Include cross streets

¹¹ If a project is being constructed in phases, indicate the phase number and use a separate row entry for each phase. If not, enter "NA".

¹² Project Type is the type of development (i.e., new and/or redevelopment). Example descriptions of development are: 5-story office building, residential with 160 single-family homes with five 4-story buildings to contain 200 condominiums, 100 unit 2-story shopping mall, mixed use retail and residential development (apartments), industrial warehouse.

¹³ State the watershed(s) in which the Regulated Project is located. Downstream watershed(s) may be included, but this is optional.

¹⁴ All impervious surfaces added to any area of the site that was previously existing pervious surface.

¹⁵ All impervious surfaces added to any area of the site that was previously existing impervious surface.

¹⁶ For redevelopment projects, state the pre-project impervious surface area.

¹⁷ For redevelopment projects, state the post-project impervious surface area.

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

Project Name Project No.	Application Deemed Complete Date ¹⁸	Application Final Approval Date ¹⁹	Source Control Measures ²⁰	Site Design Measures ²¹	Treatment Systems Approved ²²	Type of Operation & Maintenance Responsibility Mechanism ²³	Hydraulic Sizing Criteria ²⁴	Alternative Compliance Measures ^{25/26}	Alternative Certification ²⁷	HM Controls ^{28/29}
Private Projects										
Anton Menlo	9/19/13	11/20/13	Storm drain stenciling on on-site storm drain inlets; use efficient landscape irrigation systems; roofed trash enclosure.	Construct sidewalks, walkways, and/or patios with permeable surfaces; direct roof runoff onto vegetated areas.	Flow through planters.	O&M agreement with property owner is required prior to building permit issuance.	A treatment measure that uses a combination of flow and volume capacity, hydraulically sized to treat at least 80 percent of the total runoff over the life of the project, using local rainfall data. Provision C.3.d.i.3.	No alternative or in-lieu compliance is required for this project.	No third party was used to certify the project design complies with Provision C.3.d.	Not required: project located in the area exempt from HM requirements based on the HM Control Area Map (Appendix H of the C.3 Technical Guidance).
Nativity School	1/9/14	1/27/14	Plumb interior floor drains to sanitary sewer.	Direct roof runoff onto vegetated areas; direct runoff from sidewalks, walkways and/or patios onto vegetated areas; Minimize land	Bioretention area	O&M agreement with property owner received.	A flow-based treatment measure hydraulically sized to manage runoff produced by a rain event equal to at least 0.2 inches per hour. Provision C.3.d.i.2.c.	No alternative or in-lieu compliance is required for this project.	No third party was used to certify the project design complies with Provision C.3.d.	Not required: impervious area < 1 acre.

¹⁸ For private projects, state project application deemed complete date. If the project did not go through discretionary review, report the building permit issuance date.

¹⁹ For private projects, state project application final discretionary approval date. If the project did not go through discretionary review, report the building permit issuance date.

²⁰ List source control measures approved for the project. Examples include: properly designed trash storage areas; storm drain stenciling or signage; efficient landscape irrigation systems; etc.

²¹ List site design measures approved for the project. Examples include: minimize impervious surfaces; conserve natural areas, including existing trees or other vegetation, and soils; construct sidewalks, walkways, and/or patios with permeable surfaces, etc.

²² List all approved stormwater treatment system(s) to be installed onsite or at a joint stormwater treatment facility (e.g., flow through planter, bioretention facility, infiltration basin, etc.).

²³ List the legal mechanism(s) (e.g., O&M agreement with private landowner; O&M agreement with homeowners' association; O&M by public entity, etc...) that have been or will be used to assign responsibility for the maintenance of the post-construction stormwater treatment systems.

²⁴ See Provision C.3.d.i. "Numeric Sizing Criteria for Stormwater Treatment Systems" for list of hydraulic sizing design criteria. Enter the corresponding provision number of the appropriate criterion (i.e., 1.a., 1.b., 2.a., 2.b., 2.c., or 3).

²⁵ For Alternative Compliance at an offsite location in accordance with Provision C.3.e.i.(1), on a separate page, give a discussion of the alternative compliance site including the information specified in Provision C.3.b.v.(1)(m)(i) for the offsite project.

²⁶ For Alternative Compliance by paying in-lieu fees in accordance with Provision C.3.e.i.(2), on a separate page, provide the information specified in Provision C.3.b.v.(1)(m)(ii) for the Regional Project.

²⁷ Note whether a third party was used to certify the project design complies with Provision C.3.d.

²⁸ If HM control is not required, state why not.

²⁹ If HM control is required, state control method used (e.g., method to design and size device(s) or method(s) used to meet the HM Standard, and description of device(s) or method(s) used, such as detention basin(s), bioretention unit(s), regional detention basin, or in-stream control).

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

Project Name Project No.	Application Deemed Complete Date ¹⁸	Application Final Approval Date ¹⁹	Source Control Measures ²⁰	Site Design Measures ²¹	Treatment Systems Approved ²²	Type of Operation & Maintenance Responsibility Mechanism ²³	Hydraulic Sizing Criteria ²⁴	Alternative Compliance Measures ^{25/26}	Alternative Certification ²⁷	HM Controls ^{28/29}
				disturbance and impervious surface.						
2800 Sand Hill Road	5/1/14	5/19/14	Storm drain stenciling on on-site storm drain inlets.	Direct runoff from sidewalks, walkways, and/or patios onto vegetated areas; Construct sidewalks, walkways, and/or patios with permeable surfaces.	Bioretention area	O&M agreement with property owner is required prior to building permit issuance.	A flow-based treatment measure hydraulically sized to manage runoff produced by a rain event equal to at least 0.2 inches per hour. Provision C.3.d.i.2.c.	No alternative or in-lieu compliance is required for this project.	No third party was used to certify the project design complies with Provision C.3.d.	Not required: impervious area < 1 acre.
Hamilton Apartments	5/1/14	6/11/14	Storm drain stenciling on on-site storm drain inlets; use efficient landscape irrigation systems; roofed trash enclosure.	Direct roof runoff onto vegetated areas; Direct runoff from sidewalks, walkways, and/or patios onto vegetated areas;	Bioretention area	O&M agreement with property owner is required prior to building permit issuance.	A flow-based treatment measure hydraulically sized to manage runoff produced by a rain event equal to at least 0.2 inches per hour. Provision C.3.d.i.2.c.	No alternative or in-lieu compliance is required for this project.	No third party was used to certify the project design complies with Provision C.3.d.	Not required: project located in the area exempt from HM requirements based on the HM Control Area Map (Appendix H of the C.3 Technical Guidance).

Permittee Name: City of Menlo Park

C.3.b.v.(1) ► Regulated Projects Reporting Table (part 2) – Projects Approved During the Fiscal Year Reporting Period (public projects)										
Project Name Project No.	Approval Date ³⁰	Date Construction Scheduled to Begin	Source Control Measures ³¹	Site Design Measures ³²	Treatment Systems Approved ³³	Operation & Maintenance Responsibility Mechanism ³⁴	Hydraulic Sizing Criteria ³⁵	Alternative Compliance Measures ^{36/37}	Alternative Certification ³⁸	HM Controls ^{39/40}
Public Projects										
Comments: N/A – The City did not approve any regulated public projects during fiscal year 2013-2014.										

³⁰ For public projects, enter the plans and specifications approval date.

³¹ List source control measures approved for the project. Examples include: properly designed trash storage areas; storm drain stenciling or signage; efficient landscape irrigation systems; etc.

³² List site design measures approved for the project. Examples include: minimize impervious surfaces; conserve natural areas, including existing trees or other vegetation, and soils; construct sidewalks, walkways, and/or patios with permeable surfaces, etc.

³³ List all approved stormwater treatment system(s) to be installed onsite or at a joint stormwater treatment facility (e.g., flow through planter, bioretention facility, infiltration basin, etc.).

³⁴ List the legal mechanism(s) (e.g., maintenance plan for O&M by public entity, etc..) that have been or will be used to assign responsibility for the maintenance of the post-construction stormwater treatment systems.

³⁵ See Provision C.3.d.i. "Numeric Sizing Criteria for Stormwater Treatment Systems" for list of hydraulic sizing design criteria. Enter the corresponding provision number of the appropriate criterion (i.e., 1.a., 1.b., 2.a., 2.b., 2.c., or 3).

³⁶ For Alternative Compliance at an offsite location in accordance with Provision C.3.e.i.(1), on a separate page, give a discussion of the alternative compliance site including the information specified in Provision C.3.b.v.(1)(m)(i) for the offsite project.

³⁷ For Alternative Compliance by paying in-lieu fees in accordance with Provision C.3.e.i.(2), on a separate page, provide the information specified in Provision C.3.b.v.(1)(m)(ii) for the Regional Project.

³⁸ Note whether a third party was used to certify the project design complies with Provision C.3.d.

³⁹ If HM control is not required, state why not.

⁴⁰ If HM control is required, state control method used (e.g., method to design and size device(s) or method(s) used to meet the HM Standard, and description of device(s) or method(s) used, such as detention basin(s), bioretention unit(s), regional detention basin, or in-stream control).

C.3.h.iv. ► Table of Installed Stormwater Treatment Systems Operation and Maintenance Verification Inspection Program Reporting

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

Name of Facility/Site Inspected	Address of Facility/Site Inspected	Newly Installed? (YES/NO) ⁴¹	Party Responsible ⁴² For Maintenance	Date of Inspection	Type of Inspection ⁴³	Type of Treatment/HM Control(s) Inspected ⁴⁴	Inspection Findings or Results ⁴⁵	Enforcement Action Taken ⁴⁶	Comments/Follow-up
Arrillaga Gymnasium	600, 700, 800 Alma St (501, 601, 701, 707 Laurel St)	No	Owner	6/26/14	Routine	BioFilters	Replace one dead tree in tree BioFilter	None	Not a priority
SSGS LLC	4085 Campbell Ave	Yes	Owner	10/24/13	45-day	4 Rain Gardens	Well maintained	None	None
Flomenberg Residence	2179 Clayton Dr	Yes	Owner	9/12/13	45-day	4 Swales	Well maintained	None	None
Horton Bay Inc	389 El Camino Real	Yes	Owner	7/2/13	45-day	Underground Bio, Flow-thru Planter	Well maintained	None	None
Red Cottage Inn	1706 El Camino Real	Yes	Owner	7/25/13	45-day	6 Bioretentions	Well maintained	None	None
Atherton Financial LLC	1906 El Camino Real	No	Owner	6/24/14	Routine	CDS Unit	Well maintained	None	None
Sadlier Residence	731 Fremont St	No	Owner	6/26/14	Routine	Landscape Area	Well maintained	None	None
Tang Residence	735 Fremont St	No	Owner	6/26/14	Routine	Landscape Area	Well maintained	None	None
Office Building	100 Middlefield Rd	No	Owner	6/27/14	Routine	Swale & Buffer Strip	Well maintained	None	None
Fletcher Residence	161 Linfield Dr, 301 Homewood Pl	No	Owner	6/24/14	Routine	CDS Unit	Well maintained	None	None
Clemendor Residence	1204 N Lemon Ave	No	Owner	7/31/14	Routine	Swale & Shallow Gravel Basin	Well maintained	None	None
Wadhwa Residence	1206 N Lemon Ave	No	Owner	7/31/14	Routine	Swale & Shallow Gravel Basin	Well maintained	None	None
Nativity School	210 Oak Grove Ave, 1250 Laurel St	No	Owner	6/26/2014	Routine	Detention Basin & Pump, Swale, Buffer Strip	Needs maintenance	Written Notice	Awaiting Response

⁴¹ Indicate "YES" if the facility was installed within the reporting period, or "NO" if installed during a previous fiscal year.

⁴² State the responsible operator for installed stormwater treatment systems and HM controls.

⁴³ State the type of inspection (e.g., 45-day, routine or scheduled, follow-up, etc.).

⁴⁴ State the type(s) of treatment systems inspected (e.g., bioretention facility, flow-through planter, infiltration basin, etc...) and the type(s) of HM controls inspected, and indicate whether the treatment system is an onsite, joint, or offsite system.

⁴⁵ State the inspection findings or results (e.g., proper installation, improper installation, proper O&M, immediate maintenance needed, etc.).

⁴⁶ State the enforcement action(s) taken, if any.

C.3.h.iv. ► Table of Installed Stormwater Treatment Systems Operation and Maintenance Verification Inspection Program Reporting

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

Name of Facility/Site Inspected	Address of Facility/Site Inspected	Newly Installed? (YES/NO) ⁴¹	Party Responsible ⁴² For Maintenance	Date of Inspection	Type of Inspection ⁴³	Type of Treatment/HM Control(s) Inspected ⁴⁴	Inspection Findings or Results ⁴⁵	Enforcement Action Taken ⁴⁶	Comments/Follow-up
Oak Knoll School	1895 Oak Knoll Ln	No	Owner	6/30/14	Routine	Swale, Bioretention & Underground Detention	Well maintained	None	None
Tarlton Properties Inc	1035 O'Brien	Yes	Owner	11/22/13	45-day	Flow-thru Planter & Pump	Well maintained	None	None
Berkowitz Residence	804 Paulson Cir	No	Owner	6/25/14	Routine	Curb Inlet	Well maintained	None	None
Fong Residence	805 Paulson Cir	No	Owner	6/25/14	Routine	Shallow Gravel Basin	Well maintained	None	None
Porter Residence	807 Paulson Cir	No	Owner	6/25/14	Routine	Swale & Shallow Gravel Basin	Well maintained	None	None
Chen Residence	818 Paulson Cir	No	Owner	6/25/14	Routine	Landscape Inlet	Well maintained	None	None
Kaufman Residence	822 Paulson Cir	No	Owner	6/25/14	Routine	Curb Inlet	Well maintained	None	None
Shen Residence	823 Paulson Cir	No	Owner	6/25/14	Routine	Curb Inlet	Well maintained	None	None
Zhou Residence	839 Paulson Cir	No	Owner	6/25/14	Routine	2 Landscape Inlets	Well maintained	None	None
Ho Residence	841 Paulson Cir	No	Owner	6/25/14	Routine	Shallow Gravel Basin & 2 Landscape Inlets	Well maintained	None	None
Johnson Residence	845 Paulson Cir	No	Owner	6/25/14	Routine	Swale	Well maintained	None	None
Alvarez Residence	163 Willow	Yes	Owner	6/18/14	45-day	2 Grave Basin, Vegetated Swale	Well maintained	None	None

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

Program Highlights

Provide background information, highlights, trends, etc.

The City of Menlo Park maintained its contract with San Mateo County Environmental Health to inspect high priority sites and kept informed of their progress through quarterly reports. The City continued to use its parcel database to ensure that all commercial and industrial-zoned properties were inspected. The City also continued to inspect low priority sites, including apartments, offices and churches. Significant progress was made on inspections of multi-family apartments. Only about 15 remain to be inspected of the 400 throughout the City. The vast majority of these sites are kept extremely clean and free of litter and debris.

When the City discovered that some apartment dwellers were unable to close the lids on trash and recycling bins because they were placed too close to the trash enclosure wall, it wrote letters to owners, apartment managers and tenants educating them about the need to keep bin lids closed. The City also contacted Recology and provided a diagram to assist their drivers in placing the bins so that lids could be closed. The City also informed Recology about a bin with a broken lid, which they replaced.

Refer to the C.4. Industrial and Commercial Site Controls section of the SMCWPPP FY 13-14 Annual Report for a description of activities of SMCWPPP and/or the BASMAA Municipal Operations Committee

C.4.b.i. ► Business Inspection Plan

Do you have a Business Inspection Plan? Yes No

If No, explain:

C.4.b.iii.(1) ► Potential Facilities List

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

County inspects these 299 High Priority Sites:

FACILITY NAME		STREET NAME
UPS - Menlo Park	1355	ADAMS
INTERTEK TESTING SVCS	1365	ADAMS
CAPRION PROTEOMICS US LLC	1455	ADAMS
CAVU MEDICAL INC	1455	ADAMS
CONSTRUCTIVE BIOSCIENCES L	1455	ADAMS
LIVE FUELS INC	1455	ADAMS

MENLO LABS	1455	ADAMS
PACIFIC BIOSCIENCES	1455	ADAMS
PHYCOIL BIOTECHNOLOGY	1455	ADAMS
STATIGICS INC	1455	ADAMS
TANDEM SCIENCES INC	1455	ADAMS
VELOMEDIX	1455	ADAMS
VI ENERGY	1455	ADAMS
NVS TECHNOLOGIES INC	1505	ADAMS
INTERSECT ENT	1555	ADAMS
ACCLARENT INC	1605	ADAMS (AKA 1525 O'BRIEN)
LULUS ON THE ALAMEDA	3539	ALAMEDA DE LAS PULGAS
THE ROCK OF GIBRALTAR	1022	ALMA
IBERIA	1026	ALMA
J J HAWAIIAN BBQ	1170	ALMA
SEVEN ELEVEN STORE #14331 D	1170	ALMA
PHILIPS BROOKS SCHOOL	1011	ALTSCHUL (AKA 2245 AVY AVE)
BARN WOOD SHOP	75	ARBOR
Blue Garden Café (formerly CAFÉ PRIMAVERA)	75	ARBOR
LA BOTLEGA	75	ARBOR
Canteen	700	BAY
MENLO PARK VA HOSPITAL	700	BAY
CAL TRANS RAVENSWOOD PUMP STA		BAYFRONT EXPWY @ UNIV
USPS	3875	BOHANNON
EVALVE INC	3885	BOHANNON
WESTERN DINING	4000	BOHANNON
CRITCHFIELD MECH INC	4055	BOHANNON
ETRADE	4000, 4500	BOHANNON
MENLO PARK PUBLIC WORKS (corp yard)	333	BURGESS
SMCO THHW	333	BURGESS
WBSD OFFICE	445	BURGESS
Caltrain Construction Support Facility	4000	CAMPBELL
TAUTONA GRP RESEARCH & DVLP CO	4040	CAMPBELL
I SCIENCE INTERVENTION	4045	CAMPBELL

HORIZON	4060	CAMPBELL
MEMRY CORP	4065	CAMPBELL
WESTERN ALLIED MECHANICAL INC (2nd location)	1	CASEY CT
NESTLE WATER (ARROWHEAD)	1	CASEY CT
LUX DRY CLEANERS	1135	CHESTNUT
GERRYS CAKE	1141	CHESTNUT
NAKS ORIENTAL MARKET	1151	CHESTNUT
FIRE STATION #77	1467	CHILCO
CITY OF MP /CHRYSLER DR PUMP STA	1221	CHRYSLER
L-3 RANDTRON ANTENNA SYSTEMS	1150	CHRYSLER PLANT
VERIZON WIRELESS	143	COMMONWEALTH
CAFE MENLO PARK	149	COMMONWEALTH
EXPONENT INC	149	COMMONWEALTH
OPTIVIA BIOTECHNOLOGY	115	CONSTITUTION
L-3 RANDTRON ANTENNA SYSTEMS	130	CONSTITUTION
COMM AIR	160	CONSTITUTION
BAYFRONT FITNESS (formerly Basic Training)	161	CONSTITUTION
PROTOTYPES PLUS INC	162	CONSTITUTION
E C I PAINTING INC	165	CONSTITUTION
JOMAR MACHINING	180	CONSTITUTION
SADRA MEDICAL	185	CONSTITUTION
ETAGEN INC	186	CONSTITUTION
WEST SKATE SUPPLY	189	CONSTITUTION
GERON CORP	194	CONSTITUTION
Asterias Biotherapeutics	230	CONSTITUTION
ALZA CORPORATION	235	CONSTITUTION
CORIUM INTERNATIONAL INC	235	CONSTITUTION
ORACLE AMERICA INC	260	CONSTITUTION
TYCO ELECTRONICS	300	CONSTITUTION
PENTAIR THERMAL MANAGEMENT	307	CONSTITUTION
CARPACCIO	1120	CRANE
NATIVITY OF HOLY VIRGIN	1220	CRANE
MENLO MEDICAL CLINIC	1300	CRANE
STANFORD PARK HOTEL	100	EL CAMINO REAL
KOMA SUSHI JAPANESE RESTAURANT	211	EL CAMINO REAL

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Permittee Name: City of Menlo Park

THE OASIS	241	EL CAMINO REAL
MENLO PARK GAS & DIESEL	275	EL CAMINO REAL
PLANET AUTO REPAIR	301	EL CAMINO REAL
YOGURT STOP	401	EL CAMINO REAL
NAMESAKE AND MORE	425	EL CAMINO REAL
HUDSON AUTO CARE	495	EL CAMINO REAL
Middle Ave Shell #137	495	EL CAMINO REAL
PEETS COFFEE & TEA	515	EL CAMINO REAL
RUBIO FRESH MEXICAN GRILL	515	EL CAMINO REAL
Safeway 2719	525	EL CAMINO REAL
LENSCRAFTERS	700	EL CAMINO REAL
COOKS SEAFOOD INC	751	EL CAMINO REAL
LA CASITA CHILANGA #2	761	EL CAMINO REAL
JENNY CRAIG	811	EL CAMINO REAL
STARBUCKS COFFEE	863	EL CAMINO REAL
JEFFREY HAMBURGERS	888	EL CAMINO REAL
AKASAKA	925	EL CAMINO REAL
GUILD THEATRE	949	EL CAMINO REAL
APPLEWOOD TO GO	989	EL CAMINO REAL
APPLEWOOD INN	1001	EL CAMINO REAL
CAFE BORRONE	1010	EL CAMINO REAL
MENLO HUB	1029	EL CAMINO REAL
SU HONG RESTAURANT	1037	EL CAMINO REAL
TRELLIS	1077	EL CAMINO REAL
MCDONALDS	1100	EL CAMINO REAL
SULTANA RESTAURANT	1149	EL CAMINO REAL
MENLO CHEVRON	1200	EL CAMINO REAL
ROUND TABLE PIZZA INC	1225	EL CAMINO REAL
JASON CAFE	1246	EL CAMINO REAL
AUTO DYNAMICS	1279	EL CAMINO REAL
M & R AUTOMOTIVE INC	1281	EL CAMINO REAL
NAOMI SUSHI	1328	EL CAMINO REAL
DUCKYS CAR WASH	1436	EL CAMINO REAL
GOMBEI RESTAURANT	1438	EL CAMINO REAL
BELTRAMOS	1540	EL CAMINO REAL
ENCINAL INVESTORS, LLC	1600	EL CAMINO REAL
TRI EZ FOODS & LIQUOR	1820	EL CAMINO REAL

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Permittee Name: City of Menlo Park

C.4 – Industrial and Commercial Site Controls

CELIA MEXICAN RESTAURANT # 14	1850	EL CAMINO REAL
HILLVIEW SCHOOL	1100	ELDER
STUDIO CAKE	104	GILBERT
PG&E: GLENWOOD SUBSTATION		GLENWOOD DR EL
CAFÉ JAVA JAVA (at Facebook)	1	HACKER WAY
BBQ HOUSE (at Facebook)	1	HACKER WAY
FACEBOOK	1	HACKER WAY
FUKI SUSHI JAPANESE RESTAURANT (at Facebook)	1	HACKER WAY
WBSD HAMILTON HENDERSON PUMP	567	HAMILTON
WBSD	605	HAMILTON
DASHI JAPANESE RESTAURANT	873	HAMILTON
MI TAQUERIA	875	HAMILTON
FIVE STAR PIZZA	877	HAMILTON
SAJJ	883	HAMILTON
TOGOS MENLO PARK	885	HAMILTON
CARDIOKINETIX INC	925	HAMILTON
CETERIX ORTHOPEDICS INC	959	HAMILTON
ALTAIR TECHNOLOGIES INC	980	HAMILTON
INVISAGE TECHNOLOGIES INC	990	HAMILTON
PACIFIC BIOSCIENCES OF CA INC	1005	HAMILTON
PACIFIC BIOSCIENCES OF CALIFORNIA	1010	HAMILTON
3 V BIOSCIENCES INC	1050	HAMILTON
QLT PLUG DELIVERY	1050	HAMILTON
RENNOVIA INC	1080	HAMILTON
MEMBRANE RES&TECH	1205, 1215,1225,1255	HAMILTON
Unknown	927, 941, 961	HAMILTON
PROTEINS BIOMEDICAL	970, 1002, 1010	HAMILTON
PACIFIC BIOSCIENCES OF CA INC	940	HAMILTON (AKA 960 HAMILTON)
MEDINA MEDICAL INC	3503	HAVEN
CYCLE FINISH	3513	HAVEN
STACK PLASTICS, INC.	3525	HAVEN
MENLO REDWOOD AUTO SERVICE	3549	HAVEN
WOLFS PRECISION WORKS INC	3549	HAVEN
MONSTER ROUTE	3559	HAVEN

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C.4 – Industrial and Commercial Site Controls

LANDEC CORPORATION	3603	HAVEN
DESIGNCO	3641	HAVEN
BAY MATERIALS LLC	3700	HAVEN
FEDERAL EXPRESS-PAOA	3750	HAVEN
STUDIO RED	115	INDEPENDENCE
CABOCHON	127	INDEPENDENCE
BELLE HAVEN SCHOOL	415	IVY
BAY ASSOC WIRE TECHNOLOGIES	150	JEFFERSON
CAFÉ DOLCE	171	JEFFERSON
PEARL THERAPEUTICS INC	171	JEFFERSON
INTUIT	180	JEFFERSON
FORSIGHT LABS LLC	191	JEFFERSON
FORSIGHT VISION 4 INC	175/177	JEFFERSON
INFO IMAGE	141	JEFFERSON (AKA 172 CONSTITUION)
vacant warehouse (formerly D M FIGLEY CO INC)	10	KELLY
C S BIO	20	KELLY
WBSD OFFICE	500	LAUREL
MENLO PARK CITY HALL	701	LAUREL
NATIVITY GRAMMAR SCHOOL	1250	LAUREL
MENLO SWIM & SPORTS (aka Burgess Pool)	501	LAUREL (AKA 600 ALMA ST)
MARSH ROAD CHEVRON	1110	MARSH
MENLO SMOG	1110	MARSH
ORRICK	1110	MARSH
WBSD PUMP STATION	1589	MARSH
WBSD (BUTLER BUILDING)	1700	MARSH
CAFFE ESPRESSO	1923	MENALTO
CAFE ZOE	1929	MENALTO
LA HACIENDA #1	1933	MENALTO
SU HONG TO GO	630	MENLO
TRADER JOES	720	MENLO
CREPES CAFE	1195	MERRILL
LITTLEHOUSE BY PENINSULA VOLUNTEERS	800	MIDDLE
THE WILLOWS MARKET	60	MIDDLEFIELD
FIRE PROTECTION DIST-ADMIN BLDG	170	MIDDLEFIELD

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Permittee Name: City of Menlo Park

FIRE STATION #1	300	MIDDLEFIELD
ST PATRICKS SEMINARY	320	MIDDLEFIELD
NORTHERN MANAGEMENT SERVICES	345	MIDDLEFIELD
US GEOLOGICAL SURVEY	345	MIDDLEFIELD
COSMOPOLITAN CAFE	275	MIDDLEFIELD (AKA 155 LINFIELD)
BIG ANT'S CHICKEN FISH	820	NEWBRIDGE
WILLOW RD (AL'S UNION)	828	NEWBRIDGE
VALLOMBROSA CENTER	250	OAK GROVE
MENLO PARK FOSTER FREEZE	580	OAK GROVE
PHIL TREASURE POT RESTAURANT	625	OAK GROVE
MENLO PRESS	651	OAK GROVE
OAK KNOLL SCHOOL	1895	OAK KNOLL
ALS ROOFING SUPPLY	985	OBRIEN
SANFORD METAL PROCESSING CO	990	OBRIEN
US GEOLOGICAL SURVEY	1020	OBRIEN
AMERICAN PRINTING & COPY	1100	OBRIEN
GACHINA LANDSCAPE MGMT	1120	OBRIEN
GACHINA LANDSCAPE MANAGEMENT	1130	OBRIEN
CALYSTA ENERGY	1140	OBRIEN
DNA 2.0	1140	OBRIEN
APPLIED STEM CELL INC	1165	OBRIEN
WESTERN ALLIED MECHANICAL (1st location)	1180	OBRIEN
DURA FOAM	1185	OBRIEN
POLYTEC PRODUCTS CORP	1190	OBRIEN
JOB TRAIN	1200	OBRIEN
OFFICE MAX	1315	OBRIEN
DEPOMED INC	1330	OBRIEN
KATEEVA INC	1430	OBRIEN
ZEPTOR CORPORATION	1430	OBRIEN
AUXOGYN INC	1490	OBRIEN
ZEA CHEM INC	1490	OBRIEN
CIRCUIT THERAPEUTICS INC	1505	OBRIEN
COOL CAFE @MBP	1525	OBRIEN
OK INTERNATIONAL	1530	OBRIEN
WBSD (UNIVERSITY AVE)	1595	OBRIEN

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C.4 – Industrial and Commercial Site Controls

ELECTRO MOTION INC	1001, 1011	OBRIEN
NOREN PRODUCTS INC	1010, 1075	OBRIEN
SPINAL MODULATION INC	1135, 1165	OBRIEN
PENINSULA VOLUNTEERS	817	PARTRIDGE AVE
EAST PALO ALTO ACADEMY	475	POPE
WILLOW ELEMENTARY SCHOOL (aka Willow School)	475	POPE (AKA 620 WILLOW RD)
SRI COGENERATION	333	RAVENSWOOD
SRI INTERNATIONAL	333	RAVENSWOOD
PG&E: SRI SUBSTATION		RAVENSWOOD & LAUREL
NAZARETH CLASSIC CARE	800	ROBLE AVE
LIGHTSPEED VENTURE PARTNERS	2200	SAND HILL
QUADRUS CAFE	2400	SAND HILL
TRINITY SCHOOL	2650	SAND HILL
MORGAN STANLEY CAFETERIA	2725	SAND HILL
SUNDECK	2775	SAND HILL
KOHLBERG, KRAVIS & ROBERTS	2800	SAND HILL
SAND HILL OAK PARTNERS	2800	SAND HILL
EPICUREAN RESTAURANT (at Rosewood Hotel)	2825	SAND HILL
NEW ENTERPRISE ASSOCIATES INC	2855	SAND HILL
BISTRO AT THE COMMON	2882	SAND HILL
SHARON HEIGHTS GOLF & COUNTRY	2900	SAND HILL
AT&T California - P3071	2950	SAND HILL
SLAC NATIONAL ACCELERATOR LAB	2575	SAND HILL RD M/S 36
STACKS RESTAURANT	600	SANTA CRUZ
QUIZNOS SUBS	604	SANTA CRUZ
TOKYO SUBWAY	605	SANTA CRUZ
MENLO CAFE	620	SANTA CRUZ
LEFT BANK RESTAURANT	635	SANTA CRUZ
VIDA BISTRO	641	SANTA CRUZ
WALGREENS #07087	643	SANTA CRUZ
UNAMAS	683	SANTA CRUZ
STARBUCKS COFFEE #646	693	SANTA CRUZ
YAKINIKU HOUSE JUBAN	712	SANTA CRUZ
LE BOULANGER	720	SANTA CRUZ
BAGEL STREET CAFE	746	SANTA CRUZ

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C.4 – Industrial and Commercial Site Controls

ANNS COFFEE SHOP	772	SANTA CRUZ
SUGAR SHACK	816	SANTA CRUZ
ANGELO MIO RESTAURANT	820	SANTA CRUZ
MENLO ART CLEANERS	824	SANTA CRUZ
GALATA BISTRO	827	SANTA CRUZ
MIYO YOGURT	842	SANTA CRUZ
BASKIN ROBBINS #192	863	SANTA CRUZ
PHARMACA PHARMACY	871	SANTA CRUZ
HOOT N TOOT CLEANERS	875	SANTA CRUZ
LB STEAK	898	SANTA CRUZ
PEETS COFFEE TEA & SPICES CO	899	SANTA CRUZ
CHAMP INC DBA FITNESS 101	40	SCOTT (AKA 4085 CAMPBELL AVE)
LATHAM & WATKINS LLP	120	SCOTT DR
WBSD VINTAGE OAKS PUMP STATION I	100	SEMINARY
WBSD VINTAGE OAKS PUMP STATION II	192	SEMINARY
STARBUCKS	325	SHARON
LA ENTRADA SCHOOL & Cafeteria	2200	SHARON (AKA 1011 ALTSCHUL)
SHARON HEIGHTS SHELL	125	SHARON PARK
CVS/PHARMACY #9330	325	SHARON PARK
EL CERRITO	325	SHARON PARK
ERICS GOURMET	325	SHARON PARK
MARTHAS PASTRIES	325	SHARON PARK
SAFEWAY STORE #1709	325	SHARON PARK
SHARON HEIGHTS DRY CLEANING CT	325	SHARON PARK
SHARON HEIGHTS WINES/LIQUORS	325	SHARON PARK
Belle Haven Pool	100	TERMINAL
MENLO PARK SENIOR CENTER	110	TERMINAL
PG&E: BELLE HAVEN SUBSTATION		TERMINAL AVE DEL NORTE
DRAEGERS MARKET	1010	UNIVERSITY
BAY TUNNEL PROJECT	5000	UNIVERSITY
MENLOVILLE COUNTRY STORE	1902	VALPARAISO
MARDINI RESTAURANT	408	WILLOW
SKYLINE POOL & SPA	426	WILLOW
WILLOW COVE GAS	500	WILLOW
MENLO BBQ	555	WILLOW

MENLO PARK SURGICAL HOSPITAL	570	WILLOW
A & S 76 gas station	710	WILLOW
DONUT DELITE	732	WILLOW
VETERANS ADMINISTRATION MED CT	795	WILLOW
EL RANCHO MARKET	812	WILLOW
TUTTI FRUTTI	820	WILLOW
WILLOW CLEANERS	820	WILLOW
TONYS PIZZA	820	WILLOW
JONATHANS WILLOW FISH & CHIPS	840	WILLOW
BANETH PHARMACY	900	WILLOW
Oil Changer #611	944	WILLOW
BACK A YARD GRILL	1189	WILLOW
QUALITY MARKET	1209	WILLOW
GUALDULAHARA TAQUERIA	1211	WILLOW
WBSD	1298	WILLOW
LA MICHOCANA MARKET	1305	WILLOW
SOLESKA MARKET	1305	WILLOW
WINE BANK	1320	WILLOW
MID PENINSULA HIGHSCHOOL	1340	WILLOW
FIRE DIST TASK FORCE 3	1376	WILLOW
BELLE HAVEN CHEVRON	1399	WILLOW
JACK IN THE BOX #3477	1401	WILLOW
STARBUCKS COFFEE CO	1401	WILLOW
MEMBRANE RES&TECH	1350, 1354	WILLOW
SUNSET MAGAZINE (aka Sunset Publishing Co)	80	WILLOW (AKA 33 MIDDLEFIELD)
PG&E: RAVENSWOOD SUBSTATION		WILLOW RD & DUMBARTON

City inspects these 368 Low Priority Sites:

FACILITY NAME	ADDRESS	STREET
REAR PARKING LOT	1355	ADAMS CT
NONE	1500, 1510	Adams Dr
NONE	1500, 1510	Adams Dr
UNKNOWN	904	ALICE LN
UNKNOWN	929	ALICE LN

NONE	945	ALICE LN
NONE	950	ALICE LN
UNKNOWN	959	ALICE LN
NONE	960	ALICE LN
NONE	967	ALICE LN
UNKNOWN	970	ALICE LN
NONE	980	ALICE LN
UNKNOWN	110	ALMA ST
UNKNOWN	120	ALMA ST
UNKNOWN	150	ALMA ST 101
UNKNOWN	400	ALMA ST
MENLO PARK CITY HALL	600	ALMA ST
CUMMINGS PARK	1104	ALMANOR AVE
NONE	1101	ALPINE AVE
NONE	1115	ALPINE AVE
PENINSULA VOLUNTEERS	500	ARBOR RD
JACK LYLE MEMORIAL PARK	500	ARBOR RD
UNKNOWN	700	ARBOR RD
UNKNOWN	780	ARBOR RD
NONE	810	ARBOR RD
UNKNOWN	854	ARBOR RD
NONE	864	ARBOR RD
UNKNOWN	908	ARBOR RD
UNKNOWN	940	ARBOR RD
UNKNOWN	1000	ARBOR RD
UNKNOWN	1054	ARBOR RD
SFPUC ROW	101	Bay Rd
KORNBERG ASSOC	643	BAY RD
BRIGHT ANGEL MONTESSORI	695	BAY RD

JEHOVA'S WHITNESSES	811	BAY RD
UNKNOWN	815	BAY RD
NONE	647	BAYSHORE FWY
NONE	1110	BERKELEY AVE
NONE	1111	BERKELEY AVE
UNKNOWN	850	BLAKE ST
SHEPPARD MULLIN	3805	BOHANNON DR
ORRICK	3805	BOHANNON DR
USPS	3875	BOHANNON DR
DIGIDESIGN	3885	BOHANNON DR
MAUATAR TECHNOLOGIES	3905	BOHANNON DR
APRIA HEALTHCARE	3905	BOHANNON DR
ART IN ACTION	3923	BOHANNON DR
PROINSURANCE	3923	BOHANNON DR
NETWORK VIDEO TECH	4005	BOHANNON DR
HARMONY CAPITAL MGMT&KING	4025	BOHANNON DR
DSSD	4025	BOHANNON DR
NONE	4100	BOHANNON DR
TIMELIFE (LIMELIFE??)	4100	BOHANNON DR
SRI CONSULTING	4100	BOHANNON DR
MCCURRY & FULLER LLP	4100	BOHANNON DR
FREESTONE PROPERTIES	4100	BOHANNON DR
KILROY REALTY CORPORATION	4100	BOHANNON DR
LUCILE PACKARD CHILDREN	4100	BOHANNON DR
VIVATY	4100, 4300	BOHANNON DR
SFPUC ROW	2399	Branner Drive

PENINSULA ASSOCIATES	401	BURGESS DR
ANDREA STOLL BRAUN DENTAL	425	BURGESS DR
UNKNOWN	461	BURGESS DR
CALTRAN CONST SUP FACILIT	4000	CAMPBELL AVE
NONE	4040	CAMPBELL AVE
GOODWIN PROCTOR OFFICE	1200	CHRYSLER DR
COMCAST	1205	CHRYSLER DR
NONE	1215	CHRYSLER DR
UNKNOWN	601	COLEMAN AVE
UNKNOWN	700	COLEMAN AVE
UNKNOWN	720	COLEMAN AVE
VERANDAS APARTMENTS	744	COLEMAN AVE
TWIN OAKS APARTMENTS	770	COLEMAN AVE
GARDEN OAKS APARTMENTS	806	COLEMAN AVE
MENLO OAKS APARTMENTS	840	COLEMAN AVE
COLEMAN ARMS APARTMENTS	850	COLEMAN AVE
GOLDMAN JAMES	3	COLEMAN PL
WALDORF LTD	6	COLEMAN PL
15 COLEMAN PL APTS	15	COLEMAN PL
CANYON HOUSE	16	COLEMAN PL
MENLO PARK APTS	19, 22	COLEMAN PL
DE RIO STONE	104	CONSTITUTION DR
COMMUNICATION ARTS	110	CONSTITUTION DR
NONE	120	CONSTITUTION DR

MERSCH BUDCO & ASSOC.	167	CONSTITUTION DR
NONE	171	CONSTITUTION DR
CONSTRUCTION KANA WORLDWI	181	CONSTITUTION DR
NONE	186	CONSTITUTION DR
GOLDEN GATE BADMINTON CEN	190	CONSTITUTION DR
COUNTRY MAN ASSOCIATES IN	193	CONSTITUTION DR
NONE	201	CONSTITUTION DR
WORLD PAC	209	CONSTITUTION DR
MENLO POINTE APARTMENT	950	CRANE ST
SF CREEK BANK	1001-1099	CREEK DR
SILVER DZIDRA	705	CURTIS WAY
UNKNOWN	200	E O'KEEFE ST
UNKNOWN	190	E O'KEEFE ST 10
SHARON GREEN APTS	2315	EASTRIDGE AVE
UNKNOWN	2325	EASTRIDGE AVE
SHARON GROVE APTS	2333	EASTRIDGE AVE
UNKNOWN	2323	EASTRIDGE AVE 511
PARK FOREST HOA	1670	EL CAMINO REAL
UNKNOWN	705	ELIZABETH LN
GERMAN-AMERICAN INTER SCH	275	ELLIOTT DR
ATHERTON OAKS	425	ENCINAL AVE
ENCINAL OAKS APARTMENTS	445	ENCINAL AVE
NONE	475	ENCINAL AVE
R. CRAIG BROWN	1951	EUCLID AVE
MILTON	920	EVELYN ST
NONE	917	FLORENCE LN
NONE	922	FLORENCE LN
NONE	933	FLORENCE LN

NONE	935	FLORENCE LN
NONE	939	FLORENCE LN
NONE	946	FLORENCE LN
NONE	962	FLORENCE LN
ZIMECK	975	FLORENCE LN
NONE	1006	FLORENCE LN
NONE	1007	FLORENCE LN
NONE	1016	FLORENCE LN
FLORENCE COURT APARTMENTS	1020	FLORENCE LN
NONE	1030	FLORENCE LN
NONE	1040	FLORENCE LN
NONE	900	FREMONT PL
NONE	901	FREMONT PL
NONE	904	FREMONT PL
NONE	905	FREMONT PL
NONE	907	FREMONT PL
NONE	908	FREMONT PL
816 FREMONT APARTMENTS	816	FREMONT ST
NONE	828	FREMONT ST
NONE	830	FREMONT ST
NONE	835	FREMONT ST
NONE	838	FREMONT ST
NONE	844	FREMONT ST
NONE	854	FREMONT ST
MACGREGOR	966	FREMONT ST
UNKNOWN	1002	FREMONT ST
UNKNOWN	1039	FREMONT ST
UNKNOWN	1064	FREMONT ST
UNKNOWN	1080	FREMONT ST

GARWOOD APARTMENTS	465	GARWOOD WAY
THERMAE SALON & SPA	103	GILBERT AVE
GLENWOOD VISTA APARTMENTS	517	GLENWOOD AVE
AVID TECHNOLOGY	980	HAMILTON AVE
THEATRE WORKS	1100, 1140, 1150, 1180	HAMILTON CT
MULTIPLE NAMES	3523	Haven ave
RILEY'S PLASTICS	3551	HAVEN AVE
MONSTER ROUTE	3555, 3559	HAVEN AVE
VACANT	3575	HAVEN AVE
PACIFIC SPECIALTY INSUR	3601	HAVEN AVE
OFFICE BUILDING	3695	HAVEN AVE
TYNX INC, SEQUOIA BEN	3715	HAVEN AVE
WORLD INFO	3721	HAVEN AVE
TYSON KENNELS	3735	HAVEN AVE
UNKNOWN	1102	HENDERSON AVE
NONE	4	HOMEWOOD PL
NONE	8	HOMEWOOD PL
WEBSTER WARREN	1261	HOOVER ST
NONE	1308	HOOVER ST
NONE	1350	HOOVER ST
SKIRE	111	INDEPENDENCE DR
STUDIO RED	115	INDEPENDENCE DR
BELLE HAVEN CHILD DEVELOP	410	IVY DR
SFPUC ROW	511	IVY DR
RANDTON ANTENNA SYSTEMS	138	JEFFERSON DR
COMARTIN REIS	160	JEFFERSON DR

THEME PARTY PRODUCTIONS	165	JEFFERSON DR
NONE	23	KENT PL
KENT PLACE APARTMENTS	48	KENT PL
FARRELL MICHAEL	1035	LAUREL ST
TRINITY EPISCOPAL CHURCH	1040	LAUREL ST
NONE	1118	LAUREL ST
NONE	1150	LAUREL ST
MILLS ST APTS	1309	LAUREL ST
NONE	670	LIVE OAK AVE
NONE	682	LIVE OAK AVE
NONE	683	LIVE OAK AVE
NONE	700	LIVE OAK AVE
NONE	702	LIVE OAK AVE
JOHN BELTRAMO	715	LIVE OAK AVE
LIVE OAK APARTMENTS	718	LIVE OAK AVE
REAL ESTATE MANAGEMENT AS	734	LIVE OAK AVE
NONE	735	LIVE OAK AVE
CROCKER ANGUS	752	LIVE OAK AVE
NONE	765	LIVE OAK AVE
NONE	766	LIVE OAK AVE
NONE	818	LIVE OAK AVE
NONE	825	LIVE OAK AVE
NONE	833	LIVE OAK AVE
NONE	837	LIVE OAK AVE
NONE	850	LIVE OAK AVE
NONE	860	LIVE OAK AVE
NONE	866	LIVE OAK AVE
NONE	1001	MADERA AVE
NONE	1005	MADERA AVE

NONE	1008	MADERA AVE
NONE	1013	MADERA AVE
NONE	1014	MADERA AVE
NONE	1017	MADERA AVE
NONE	1020	MALLET CT
NONE	1025	MALLET CT
NONE	550	MARKET PL
BROADVANTAGE; ORICK	1010	MARSH RD
NONE	1101	MENLO OAKS DR
BRIARWOOD MANOR	908	MIDDLE AVE
MEHRTENS ROGER	1016	MIDDLE AVE
MIDDLE PARK APARTMENTS	1024	MIDDLE AVE
NONE	40	MIDDLEFIELD RD
NONE	90	MIDDLEFIELD RD
NONE	170	MIDDLEFIELD RD
FOUNDATION CAPITAL	250	MIDDLEFIELD RD
MERRILL LYNCH	333	MIDDLEFIELD RD
MENLO MCCANDLES	525	MIDDLEFIELD RD
COCCO CHESTER	1257	MILLS ST
NONE	1272	MILLS ST
1273 MILLS ST APARTMENTS	1273	MILLS ST
CARTER ANTOINETTE	1280	MILLS ST
SPIEKER TODD APARTMENT	1309	MILLS ST
NONE	1357	MILLS ST
NONE	1370	MILLS ST
NONE	1185	MONTE ROSA DR
NONE	110	NEWBRIDGE ST
PARKING LOT	900	NEWBRIDGE ST (or 170 Carlton)

NOEL OAKS APARTMENTS	1010	NOEL DR
NOEL DRIVE APARTMENTS	1019	NOEL DR
PARKVIEW PROPERTY MANAGEM	1031	NOEL DR
BRIGHT EAGLE OFFICE COMP	1040	NOEL DR
FARMAR JACK	1041	NOEL DR
NONE	385	OAK GROVE AVE
UNKNOWN	445	OAK GROVE AVE
ELLENBERG MAUREEN	510	OAK GROVE AVE
MERIDIAN VENTURES	695	OAK GROVE AVE 100
PACIFIC PENINSULA CUSTOM	718	OAK GROVE AVE
LAKE STREET INVESTMENTS	724	OAK GROVE AVE
ST CLAIRE	726	OAK GROVE AVE
LAUREL GROVE APTS	400, 450	OAK GROVE AVE
SHAMROCK STORAGE	940	O'BRIEN DR
THE ANNEX	960	O'BRIEN DR
IGLESIA VIDA ETERNA	965	O'BRIEN DR
WEST INC	1105	O'BRIEN DR
WESTERN ALLIED MECHANICAL	1160	O'BRIEN DR
NONE	1215	O'BRIEN DR
SFPUC ROW	1218	O'Brien Dr
NOVO CONSTRUCTION	1460	O'BRIEN DR
UNKNOWN	1460	O'BRIEN DR
UNKNOWN	1505	O'BRIEN DR
ABEKAS	1060, 1080	O'BRIEN DR
SFPUC ROW	1360-1530	O'Brien Dr

UNKNOWN	515	O'KEEFE ST
UNKNOWN	516	O'KEEFE ST
NONE	635	PARTRIDGE AVE
NONE	636	PARTRIDGE AVE
NONE	649	PARTRIDGE AVE
NONE	315	PIERCE RD
NONE	325	PIERCE RD
NONE	335	PIERCE RD
NONE	365	PIERCE RD
NONE	415	PIERCE RD
NONE	485	PIERCE RD
NONE	501, 503	PIERCE RD
NONE	513	PIERCE RD
NONE	541	PIERCE RD
NONE	611	PIERCE RD
NONE	711	PIERCE RD
VACANT	741	PIERCE RD
NONE	771	PIERCE RD
STARLIGHT MISSIONARY, CHU	825	PIERCE RD
NONE	835	PIERCE RD
NONE	845	PIERCE RD
NONE	1075	PINE ST
NONE	1106	PINE ST
BAHR ARCHITECTS INC	1119	PINE ST
UNKNOWN	1160	PINE ST
NONE	240	RAVENSWOOD AVE
NONE	280	RAVENSWOOD AVE
430 RAVENSWOOD APARTMENTS	430	RAVENSWOOD AVE
CHAN ALBERT & MAY L	440	RAVENSWOOD AVE

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Permittee Name: City of Menlo Park

C.4 – Industrial and Commercial Site Controls

NONE	1100	RINGWOOD AVE
WILDMAN PROPERTIES	665	ROBLE AVE
ROCHELLE ROBERT	685	ROBLE AVE
MENLO PARK WEST APTS	725	ROBLE AVE
PROCTER ROBERT	879	ROBLE AVE
SAN ANTONIO APARTMENTS	1450	SAN ANTONIO ST
MENLO PINES	1466	SAN ANTONIO ST
ROBERT IACONO & JAQUELINE	1516	SAN ANTONIO ST
MENLO PARK OAKS APARTMENT	1524	SAN ANTONIO ST
BANK OF AMERICA	2180	SAND HILL RD
LIGHTSPEED VENTURE	2200	SAND HILL RD
UNKNOWN	2400	SAND HILL RD
O'MELVENY & MYERS LLP	2755	SAND HILL RD
PRIVATE	2800	SAND HILL RD
TOM WING & SONS JEWELERS	888	SANTA CRUZ AVE
UNKNOWN	1031	SANTA CRUZ AVE
UNKNOWN	1045	SANTA CRUZ AVE
UNKNOWN	1051	SANTA CRUZ AVE
BARKER ASSOCIATES & MTECH	114	SANTA MARGARITA AVE
FLICKER, KARIN, KRUGER	120	SANTA MARGARITA AVE A
UNKNOWN	350	SHARON PARK DR
SEVEN OAKS ASSOCIATION	600	SHARON PARK DR
UNKNOWN	1200	SHARON PARK DR
UNKNOWN	1202	SHARON PARK DR 66
UNKNOWN	1204	SHARON PARK DR

UNKNOWN	1290	SHARON PARK DR
UNKNOWN	1280	SHARON PARK DR 24
SFPUC ROW	2330	SHARON PARK DR
COUNTRY SHARON	2225	SHARON RD
SPEIKER PROPERTIES	2275	SHARON RD
SHARON GLEN CONDOS	2301	SHARON RD
UNIVERSITY AVENUE APTS	545	UNIVERSITY DR
UNKNOWN	1220	UNIVERSITY DR
SPRITZER	562	UNIVERSITY DR
BRAWNER DON J&JULIANNE	200	WAVERLEY ST
MARVIN PROPERTIES	210	WAVERLEY ST
PALM PEGGY A	230	WAVERLEY ST
RIIFF MANAGEMENT	260	WAVERLEY ST
SIMONE LEONA W	270	WAVERLEY ST
280 WAVERLY PARTNERS	280	WAVERLEY ST
UNKNOWN	294	WAVERLEY ST
UNKNOWN	443	WAVERLEY ST
UNKNOWN	445	WAVERLEY ST
UNKNOWN	447	WAVERLEY ST
UNKNOWN	495	WAVERLEY ST
UBS; T.A. ASSOC; PERMIRA	64	WILLOW PL
NONE	21	WILLOW RD
PRIVATE BUSINESS	70	WILLOW RD
STANFORD MARKETING	125	WILLOW RD
JLS	135	WILLOW RD
STAR REALTY	418	WILLOW RD
WILLOW MANOR	565	WILLOW RD
UNKNOWN	666	WILLOW RD

NONE	718	WILLOW RD
OCHOAS BEAUTY SALON	720	WILLOW RD
NEW GENERATION NAILS	724	WILLOW RD
MARKSTYLE BARBER	820	WILLOW RD
WILLOW FAMILY DENTISTRY	900	WILLOW RD
NONE	996	WILLOW RD
WILLOW COURT	1105	WILLOW RD
WILLOW TERRACE	1115	WILLOW RD
NONE	1121	WILLOW RD
NONE	1125	WILLOW RD
NONE	1127	WILLOW RD
NONE	1129	WILLOW RD
NONE	1135	WILLOW RD
NONE	1141	WILLOW RD
NONE	1143	WILLOW RD
NONE	1149	WILLOW RD
NONE	1169	WILLOW RD
NONE	1173	WILLOW RD
NONE	1177	WILLOW RD
NONE	1179	WILLOW RD
PARKING LOT HAIR STUDIO	1209	WILLOW RD
PARKING LOT DONUT DELITE	1209	WILLOW RD
NONE	1250	WILLOW RD
PARKING, COVERED CULVERT	1250	WILLOW RD
NONE	1260	WILLOW RD
ETERNAL LIFE CHURCH	1279	WILLOW RD
NONE	1283	WILLOW RD
PARKING LOT	1340	WILLOW RD

TW PRODUCTIONS & SONOPIA	1370	WILLOW RD
SUMMER HILL LTD	1374	WILLOW RD
NONE	1520	WILLOW RD
WINE BANK	1300, 1320	WILLOW RD
ALL-ABOARD MINI-STORAGE	1500, 1520	WILLOW RD
NONE	1100	WINDERMERE AVE
NONE	1103	WINDERMERE AVE

C.4.b.iii.(2) ► Facilities Scheduled for Inspection

List below or attach your list of facilities scheduled for inspection during the current fiscal year.

County will inspect these 166 High Priority Sites:

FACILITY NAME	SITE	Street
UPS - Menlo Park		
INTERTEK TESTING SVCS	1365	ADAMS CT
TANDEM SCIENCES INC	1455	ADAMS CT 1017
INTERSECT ENT	1555	ADAMS DR
ACCLARENT INC	1605	ADAMS DR
STATEGICS INC	1455	ADAMS DR 2050
CAPRION PROTEOMICS US LLC	1455	ADAMS DR 2124
AVELLINO LAB USA INC	1505	ADAMS DR B2
SEVEN ELEVEN STORE #14331 D	1170	ALMA
THE ROCK OF GIBRALTAR	1022	ALMA ST
J J HAWAIIAN BBQ	1170	ALMA ST
THE PHILLIPS BROOKS SCHOOL	2245	AVY AVE
CAL TRANS RAVENSWOOD PUMP STA	NONE	BAYFRONT EXPWY @ UNIV AVE
EVALVE INC	3885	BOHANNON DR
SMCO THHW	333	BURGESS DR
HORIZON	4060	CAMPBELL AVE
TAUTONA GRP RESEARCH & DVLP CO	4040	CAMPBELL AVE 110
WESTERN ALLIED MECHANICAL INC	1	CASEY CT
GERRYS CAKE	1141	CHESTNUT ST
NAKS ORIENTAL MARKET	1151	CHESTNUT ST

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C.4 – Industrial and Commercial Site Controls

Permittee Name: City of Menlo Park

CITY OF MP /CHRYSLER DR PUMP STA	1221	CHRYSLER DR
CAFE MENLO PARK	149	COMMONWEALTH DR
BAYFRONT FITNESS	161	CONSTITUTION DR
PROTOTYPES PLUS INC	162	CONSTITUTION DR
E C I PAINTING INC	165	CONSTITUTION DR
CORIUM INTERNATIONAL INC	235	CONSTITUTION DR
TYCO ELECTRONICS	300	CONSTITUTION DR
PENTAIR THERMAL MANAGEMENT	307	CONSTITUTION DR
OPTIVIA BIOTECHNOLOGY	115	CONSTITUTION DR 7
CARPACCIO	1120	CRANE ST
STANFORD PARK HOTEL	100	EL CAMINO REAL
THE OASIS	241	EL CAMINO REAL
MENLO PARK GAS & DIESEL	275	EL CAMINO REAL
PLANET AUTO REPAIR	301	EL CAMINO REAL
YOGURT STOP	401	EL CAMINO REAL
NAMESAKE AND MORE	425	EL CAMINO REAL
RUBIO FRESH MEXICAN GRILL	515	EL CAMINO REAL
LENSCRAFTERS	700	EL CAMINO REAL
COOKS SEAFOOD INC	751	EL CAMINO REAL
JENNY CRAIG	811	EL CAMINO REAL
STARBUCKS COFFEE	863	EL CAMINO REAL
AKASAKA	925	EL CAMINO REAL
GUILD THEATRE	949	EL CAMINO REAL
APPLEWOOD TO GO	989	EL CAMINO REAL
MENLO HUB	1029	EL CAMINO REAL
SU HONG RESTAURANT	1037	EL CAMINO REAL
TRELLIS	1077	EL CAMINO REAL
MCDONALDS	1100	EL CAMINO REAL
SULTANA RESTAURANT	1149	EL CAMINO REAL
ROUND TABLE PIZZA INC	1225	EL CAMINO REAL
JASON CAFE	1246	EL CAMINO REAL
AUTO DYNAMICS	1279	EL CAMINO REAL

FY 2013-2014 Annual Report
Permittee Name: City of Menlo Park

C.4 – Industrial and Commercial Site Controls

NAOMI SUSHI	1328	EL CAMINO REAL
DUCKYS CAR WASH	1436	EL CAMINO REAL
GOMBEI RESTAURANT	1438	EL CAMINO REAL
BELTRAMOS	1540	EL CAMINO REAL
TRI EZ FOODS & LIQUOR	1820	EL CAMINO REAL
CELIA MEXICAN RESTAURANT # 14	1850	EL CAMINO REAL
ENCINAL INVESTORS, LLC	1600	EL CAMINO REAL 165
PEETS COFFEE & TEA	515	EL CAMINO REAL STE 100
HILLVIEW SCHOOL	1100	ELDER AVE
STUDIO CAKE	104	GILBERT AVE
FACEBOOK EAST CAMPUS	1	HACKER WAY
DASHI JAPANESE RESTAURANT	873	HAMILTON AVE
MI TAQUERIA	875	HAMILTON AVE
FIVE STAR PIZZA	877	HAMILTON AVE
TOGOS MENLO PARK	885	HAMILTON AVE
CARDIOKINETIX INC	925	HAMILTON AVE
ALTAIR TECHNOLOGIES INC	980	HAMILTON AVE
3 V BIOSCIENCES INC	1050	HAMILTON AVE
INVISAGE TECHNOLOGIES INC	990	HAMILTON CT
RENNOVIA INC	1080	HAMILTON CT
SAJJ	883	HAMILTON RD
DESIGNCO	3641	HAVEN
STACK PLASTICS, INC.	3525	HAVEN AVE
MENLO REDWOOD AUTO SERVICE	3549	HAVEN AVE D
BAY MATERIALS LLC	3700	HAVEN CT
STUDIO RED	115	INDEPENDENCE DR
BELLE HAVEN SCHOOL	415	IVY DR
INFO IMAGE	141	JEFFERSON DR
BAY ASSOC WIRE TECHNOLOGIES	150	JEFFERSON DR
INTUIT	180	JEFFERSON DR
FORSIGHT LABS LLC	191	JEFFERSON DR
FORSIGHT VISION 4 INC	175/177	JEFFERSON DR
NATIVITY GRAMMAR SCHOOL	1250	LAUREL ST
CAFE ZOE	1929	MENALTO AVE
SU HONG TO GO	630	MENLO AVE

TRADER JOES	720	MENLO AVE
LITTLEHOUSE BY PENINSULA VOLUNTEERS	800	MIDDLE AVE
THE WILLOWS MARKET	60	MIDDLEFIELD RD
COSMOPOLITAN CAFE	275	MIDDLEFIELD RD
NORTHERN MANAGEMENT SERVICES	345	MIDDLEFIELD RD
US GEOLOGICAL SURVEY	345	MIDDLEFIELD RD
VALLOMBROSA CENTER	250	OAK GROVE AVE
MENLO PARK FOSTER FREEZE	580	OAK GROVE AVE
PHIL TREASURE POT RESTAURANT	625	OAK GROVE AVE
OAK KNOLL SCHOOL	1895	OAK KNOLL LN
AMERICAN PRINTING & COPY	1100	OBRIEN DR
GACHINA LANDSCAPE MANAGEMENT	1130	OBRIEN DR
SPINAL MODULATION INC	1135	OBRIEN DR
WESTERN ALLIED MECHANICAL	1180	OBRIEN DR
DURA FOAM	1185	OBRIEN DR
JOB TRAIN	1200	OBRIEN DR
COOL CAFE @MBP	1525	OBRIEN DR #13
ACCLARENT INC	1525	O'BRIEN DR B
ZEA CHEM INC	1490	OBRIEN DR BLDG D
SPINAL MODULATION INC	1165	OBRIEN DR STE B
EAST PALO ALTO ACADEMY	475	POPE ST
SRI INTERNATIONAL	333	RAVENSWOOD AVE
QUADRUS CAFE	2400	SAND HILL RD
TRINITY SCHOOL	2650	SAND HILL RD
MORGAN STANLEY CAFETERIA	2725	SAND HILL RD
KOHLBERG, KRAVIS & ROBERTS	2800	SAND HILL RD
BISTRO AT THE COMMON	2882	SAND HILL RD STE 110
STACKS RESTAURANT	600	SANTA CRUZ AVE
TOKYO SUBWAY	605	SANTA CRUZ AVE
LEFT BANK RESTAURANT	635	SANTA CRUZ AVE
WALGREENS #07087	643	SANTA CRUZ AVE
Walgreens #7087	643	SANTA CRUZ AVE
UNAMAS	683	SANTA CRUZ AVE
STARBUCKS COFFEE #646	693	SANTA CRUZ AVE
YAKINIKU HOUSE JUBAN	712	SANTA CRUZ AVE

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C.4 – Industrial and Commercial Site Controls

Permittee Name: City of Menlo Park

LE BOULANGER	720	SANTA CRUZ AVE
BAGEL STREET CAFE	746	SANTA CRUZ AVE
SUGAR SHACK	816	SANTA CRUZ AVE
ANGELO MIO RESTAURANT	820	SANTA CRUZ AVE
MENLO ART CLEANERS	824	SANTA CRUZ AVE
GALATA BISTRO	827	SANTA CRUZ AVE
BASKIN ROBBINS #192	863	SANTA CRUZ AVE
PHARMACA PHARMACY	871	SANTA CRUZ AVE
HOOT N TOOT CLEANERS	875	SANTA CRUZ AVE
LB STEAK	898	SANTA CRUZ AVE
PEETS COFFEE TEA & SPICES CO	899	SANTA CRUZ AVE
MENLO CAFE	620	SANTA CRUZ AVE A
MIYO YOGURT	842	SANTA CRUZ ST
WBSD VINTAGE OAKS PUMP STATION I	100	SEMINARY DR
WBSD VINTAGE OAKS PUMP STATION II	190, 192	SEMINARY DR
EL CERRITO	325	SHARON PARK DR
ERICS GOURMET	325	SHARON PARK DR
SHARON HEIGHTS WINES/LIQUORS	325	SHARON PARK DR
MARTHAS PASTRIES	325	SHARON PARK DR
SHARON HEIGHTS DRY CLEANING CT	325	SHARON PARK DR
LA ENTRADA SCHOOL	2200	SHARON RD (AKA 1011 ALTSCHUL)
MENLO PARK SENIOR CENTER	110	TERMINAL AVE
DRAEGERS MARKET	1010	UNIVERSITY DR
MENLOVILLE COUNTRY STORE	1902	VALPARAISO AVE
STARBUCKS COFFEE CO	1401	WILLOW
MARDINI RESTAURANT	408	WILLOW RD
SKYLINE POOL & SPA	426	WILLOW RD
WILLOW COVE GAS	500	WILLOW RD
MENLO BBQ	555	WILLOW RD
WILLOW SCHOOL	620	WILLOW RD
A & S 76	710	WILLOW RD
DONUT DELITE	732	WILLOW RD
VETERANS ADMINISTRATION MED CT	795	WILLOW RD
EL RANCHO MARKET	812	WILLOW RD
TONYS PIZZA	820	WILLOW RD

JONATHANS WILLOW FISH & CHIPS	840	WILLOW RD
BACK A YARD GRILL	1189	WILLOW RD
QUALITY MARKET	1209	WILLOW RD
GUALDULAHARA TAQUERIA	1211	WILLOW RD
SOLESKA MARKET	1305	WILLOW RD
JACK IN THE BOX #3477	1401	WILLOW RD
FACEBOOK	1	HACKER WAY
Oil Changer #611		WILLOW RD
WINE BANK	1320	WILLOW RD A

City will inspect these 75 Low Priority Sites:

Bus Name	Address	Street
NONE	1506	Adams Dr
SFPUC ROW	39	Bay Rd
SFPUC ROW	55	Bay Rd
SFPUC ROW	75	Bay Rd
SFPUC ROW	207	Bay Rd
VIVATY	4300	BOHANNON DR
NONE	120	CONSTITUTION DR
NONE	186	CONSTITUTION DR
NONE	701	CURTIS WAY
NONE	707	CURTIS WAY
NONE	435	ENCINAL AVE
NONE	932	EVELYN ST
NONE	932	EVELYN ST
NONE	1071	FREMONT AVE
NONE	731	FREMONT ST
THERMAE SALON & SPA	103	GILBERT AVE
NONE	439	GLENWOOD AVE
NONE	449	GLENWOOD AVE

ABM JANITORIAL	927, 941, 961	HAMILTON AVE
ACCURION SCIENTIFIC INSTR	927, 941, 961	HAMILTON AVE
DOYLE CONSTRUCTION	927, 941, 961	HAMILTON AVE
GO BACK TV	927, 941, 961	HAMILTON AVE
ILIXCO	927, 941, 961	HAMILTON AVE
PEDESTAL DESIGN	927, 941, 961	HAMILTON AVE
RAZOR FITNESS	927, 941, 961	HAMILTON AVE
BIG FORK HOLDINGS	1100, 1140, 1150, 1180	HAMILTON CT
CCP	1100, 1140, 1150, 1180	HAMILTON CT
CGNET & CELEROS	1100, 1140, 1150, 1180	HAMILTON CT
AMERICAN RAIN GUTTER	3551	HAVEN AVE
DEVELOP HARDWOOD FLOORS	3551	HAVEN AVE
LONE/HARTMAN PLUMBING	3551	HAVEN AVE
MUSEUM FO AMER HERITAGE	3551	HAVEN AVE
N&O- BAY AREA SEAFOOD	3551	HAVEN AVE
NONE	3551	HAVEN AVE
THE DOUGLAS COMPANY	3551	HAVEN AVE
TRINITY INDUSTRIES	3551	HAVEN AVE
WOODSIDE PROPERTIES	3551	HAVEN AVE
NONE	3551	HAVEN AVE
NONE	3553	HAVEN AVE
NONE	3553	HAVEN AVE
TYNX INC, SEQUOIA BEN	3715	HAVEN AVE
MENLO-ATHERTON STORAGE	3735	HAVEN AVE
NONE	3760	HAVEN AVE
NONE	123	INDEPENDENCE DR
COMARTIN REIS	160	JEFFERSON DR
NONE	430	LAUREL ST

NONE	440	LAUREL ST
NONE	450	LAUREL ST
NONE	1019	LAUREL ST
NONE	1041	LAUREL ST
MENLO MEDICAL CLINIC	150	LINFIELD DR
NONE	1009	MADERA AVE
NONE	909	MENLO AVE
DENTAL X-RAY INC	695	OAK GROVE AVE 100
FIDELITY NATIONAL TITLE	695	OAK GROVE AVE 100
MERIDIAN VENTURES	695	OAK GROVE AVE 100
NONE	850	OAK GROVE AVE A
SFPUC ROW	1218	O'Brien Dr
MUSE RESEARCH	960	O'BRIEN DR
THE ANNEX	960	O'BRIEN DR
NONE	1215	O'BRIEN DR
VACANT	1390	O'BRIEN DR
LIGHTSPEED VENTURE	2200	SAND HILL RD
O'MELVENY & MYERS LLP	2755	SAND HILL RD
NONE	1095	SANTA CRUZ AVE
NONE	1230	SHARON PARK DR 54
NONE	1330	UNIVERSITY DR 1
NONE	718	WILLOW RD
PANO LOGIC INC	1350	WILLOW RD
SCHOONER INFO TECH	1350	WILLOW RD
TW PRODUCTIONS & SONOPIA	1370	WILLOW RD
FLEXION	1374	WILLOW RD
SUMMER HILL LTD	1374	WILLOW RD
NONE	1520	WILLOW RD
WINE BANK	1300, 1320	WILLOW RD

C.4.c.iii.(1) ► Facility Inspections (San Mateo County)

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

<input checked="" type="checkbox"/>	Permittee reports multiple discrete violations on a site as one violation.
<input type="checkbox"/>	Permittee reports the total number of discrete violations on each site.

	Number	Percent
Number of businesses inspected	94	
Total number of inspections conducted	101	
Number of violations (excluding verbal warnings)	4	
Sites inspected in violation	4	
Violations resolved within 10 working days or otherwise deemed resolved in a longer but still timely manner	3	

Comments:
Note that one violation included above is related to the polystyrene ban. The violation that was not resolved within 10 working days began as a verbal warning on 2/11. The violation was not corrected for the follow-up inspection on 2/20 and enforcement was escalated to a warning notice. All issues were corrected by the second follow-up inspection on 2/28.

C.4.c.iii.(1) ► Facility Inspections (City of Menlo Park)

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

<input checked="" type="checkbox"/>	Permittee reports multiple discrete violations on a site as one violation.
<input type="checkbox"/>	Permittee reports the total number of discrete violations on each site.

	Number	Percent
Number of businesses inspected	511	
Total number of inspections conducted	519	
Number of violations (excluding verbal warnings)	0	
Sites inspected in violation	0	0
Violations resolved within 10 working days or otherwise deemed resolved in a longer but still timely manner	0	0

Comments:
The City found no actual violations during its inspections of low priority sites this year. Only minor BMP lapses were found, mostly people not putting lids back on dumpsters after depositing trash and recycling in them. If business operators were on site, the City inspector verbally notified them and the dumpsters were covered immediately. If no one was on site the City followed up with an educational letter to the owner and occupant of the property. The City counts one violation for a site that had multiple violations on that site at the same time. The City counts one

violation when both initial and follow-up inspections occurred.

C.4.c.iii.(2) ► Frequency and Types/Categories of Violations Observed

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

Type/Category of Violations Observed	Number of Violations
Actual discharge (e.g. active non-stormwater discharge or clear evidence of a recent discharge)	2 (County)
Potential discharge and other	2 (County) 19 (City)
Comments: Note that one of the potential discharge violations (County) included above is related to the polystyrene ban.	

C.4.c.iii.(2) ► Frequency and Type of Enforcement Conducted (County)

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

	Enforcement Action (as listed in ERP) ⁴¹	Number of Enforcement Actions Taken	% of Enforcement Actions Taken ⁴²
Level 1	Verbal Warning	8	67
Level 2	Warning Notice	4	33
Level 3			
Level 4			
Total		12	100

⁴¹ Agencies to list specific enforcement actions as defined in their ERPs.

⁴² Percentage calculated as number of each type of enforcement action divided by the total number of enforcement actions.

C.4.c.iii.(2) ► Frequency and Type of Enforcement Conducted (City)

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

	Enforcement Action (as listed in ERP) ⁴³	Number of Enforcement Actions Taken	% of Enforcement Actions Taken ⁴⁴
Level 1	Verbal Warning	19	100
Level 2	Warning Notice	0	0
Level 3			
Level 4			
Total		19	100

C.4.c.iii.(3) ► Types of Violations Noted by Business Category (City and County combined)

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

Business Category ⁴⁵	Number of Actual Discharge Violations	Number of Potential/Other Discharge Violations
HazMat	1	0
Food	1	3
Dust from stone cutting	0	1
Bins uncovered or trash outside dumpster	0	13
Oil or paint container stored outside	0	1
Dirt pile uncovered	0	1
Leaves plugging storm drains	0	1
Spray washing without adequate BMPs	0	1

⁴³ Agencies to list specific enforcement actions as defined in their ERPs.

⁴⁴ Percentage calculated as number of each type of enforcement action divided by the total number of enforcement actions.

⁴⁵ List your Program's standard business categories.

C.4.c.iii.(4) ▶ Non-Filers

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

There were no industries identified as non-filers during scheduled inspections during this fiscal year.

C.4.d.iii ▶ Staff Training Summary

Training Name	Training Dates	Topics Covered	No. of Inspectors in Attendance	Percent of Inspectors in Attendance
CII Inspector Training Workshop	April 17, 2014	Regulatory Refresher, performing inspections and enforcement actions NOTE: All City inspectors had already attended the previous training or were trained separately (see below).	0	0
First time inspecting	March 12, 2014	NOTE: New City inspector reviewed video of training and special materials on PCB's, mercury and copper from Flowstobay.org.	1	13%

Refer to County AR for CEH inspector training summary

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

Program Highlights

Provide background information, highlights, trends, etc.

The street and storm drain maintenance staff continued their annual collection system screening program. Engineering staff continued their participation in the Commercial, Industrial and Illicit Discharge (CII) subcommittee and maintenance staff continued their participation in the Municipal Maintenance subcommittee.

Refer to the C.5 Illicit Discharge Detection and Elimination section of the SMCWPPP FY 13-14 Annual Report for description of activities at the countywide or regional level.

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

List below or attach your complaint and spill response phone number and spill contact list.

Contact	Description	Phone Number
Virginia Parks (Interim while Sr Engr position is vacant)	Associate Engineer	(650) 330-6740

C.5.d.iii ► Evaluation of Mobile Business Program

Describe implementation of minimum standards and BMPs for mobile businesses and your enforcement strategy. This may include participation in the BASMAA Mobile Surface Cleaners regional program or local activities.

Description:

The City responds to complaints about mobile cleaners that operate throughout its jurisdiction and asks them to implement BMPs if they are not doing so. County Environmental Health has initiated educational outreach to mobile food facilities and these efforts are summarized in their annual report. In addition to this work with mobile businesses that operate in the City, the City of Menlo Park does have its maintenance workers take the BASMAA's website training to become certified Mobile Surface Cleaners..

Refer to the C.5 Illicit Discharge Detection and Elimination section of the SMCWPPP FY 13-14 Annual Report for a description of efforts by the Commercial, Industrial and Illicit Discharge (CII) Subcommittee and the BASMAA Municipal Operations Committee to address mobile businesses.

C.5.e.iii ► Evaluation of Collection System Screening Program

Provide a summary or attach a summary of your collection screening program, a summary of problems found during collection system screening and any changes to the screening program this FY.

Description:
No problems found except one screw missing from a trash capture device. It was repaired right away and all trash capture devices were cleaned 2 times.

C.5.f.iii.(1), (2), (3) ► Spill and Discharge Complaint Tracking

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

	Number	Percentage
Discharges reported (C.5.f.iii.(1))	7	
Discharges reaching storm drains and/or receiving waters (C.5.f.iii.(2))	4	57%
Discharges resolved in a timely manner (C.5.f.iii.(3))	4*	57%

Comments:
On July 10, 2013 the City re-distributed its recently updated *Enforcement Response Plan* to all relevant departments including Police Code Enforcement, Building Official, Building Inspectors, Maintenance Supervisors, Engineering Inspectors, Senior Construction Engineer and the Environmental Program Manager. Engineering staff followed up with phone conversations and emails with the new Code Enforcement Officers to establish a relationship with them and explain their role in the Plan. This resulted in the City obtaining speedier and more effective response to the one illicit discharge that was reported to Police.

Other reports of illicit discharges came to the Street Maintenance Supervisor, the Building Official and the Illicit Discharge Coordinator (Engineering Division). If it was a construction related complaint, the City's Engineering Inspector followed up. If it was another type of complaint, the City's Maintenance Supervisor or his designee or the Police followed up. In all but one case a responsible party was found to correct the problem.

*The remaining 3 are in process of being resolved. One of them has been served with notice of levy.

C.5.f.iii.(4) Summary of major types of discharges and complaints

Provide a narrative or attach a table and/or graph.

	Const. Mat.	Food Wastes	Ind. Wastes	Litter/Debris	Paint	Sed./Silt	Sewage	Vehicle Fluids	Washwaters	Yard Wastes	Other	Total
Number				1	1	1			1			4
Percentage				25	25	25			25			100

	Public	Another Public Agency	Own Public Agency	Total
Number	5	1	1	7
Percentage	72	14	14	100

Section 6 – Provision C.6 Construction Site Controls

C.6.e.iii.1.a, b, c ▶ Site/Inspection Totals		
Number of High Priority Sites (sites disturbing < 1 acre of soil requiring storm water runoff quality inspection) (C.6.e.iii.1.a)	Number of sites disturbing ≥ 1 acre of soil (C.6.e.iii.1.b)	Total number of storm water runoff quality inspections conducted (include only High Priority Site and sites disturbing 1 acre or more) (C.6.e.iii.1.c)
19	2	107
Comments: 1) Construction at Facebook West Campus and 20 Kelly Court were disturbing soil greater than one acre. 2) 9 additional inspections for 7 low priority/small size projects were also conducted during the 2012-13 rainy season. *Several Sites did not begin construction until late in the wet season. Several other sites completed construction and fully stabilized their site prior to the end of the wet season.		

C.6.e.iii.1.d ▶ Construction Activities Storm Water Violations		
BMP Category	Number of Violations ⁴⁶ excluding Verbal Warnings	% of Total Violations ⁴⁷
Erosion Control	0	0%
Run-on and Run-off Control	0	0%
Sediment Control	0	0%
Active Treatment Systems	0	0%
Good Site Management	2	100%
Non Stormwater Management	0	0%
Total⁴⁸	2	100%

⁴⁶ Count one violation in a category for each site and inspection regardless of how many violations/problems occurred in the BMP category. For example, if during one inspection at a site, there are 2 erosion control violations, only 1 violation would be counted for this table.

⁴⁷ Percentage calculated as number of violations in each category divided by total number of violations in all six categories.

⁴⁸ The total number of violations may count more than one violation per inspection, since some inspections may result in violations in more than one category. For example, during one inspection of a site, there may have been both an erosion control violation and a sediment control violation. For this reason, the total number of violations in this table may not match the total number of enforcement actions reported in Table C6.e.iii.1.e.

C.6.e.iii.1.e ▶ Construction Related Storm Water Enforcement Actions

	Enforcement Action (as listed in ERP) ⁴⁹	Number Enforcement Actions Issued	% Enforcement Actions Issued ⁵⁰
Level 1 ⁵¹	Verbal Warning/Educational Letter	2	50%
Level 2	Warning Notice	2	50%
Level 3		0	0%
Level 4		0	0%
Total		4	100%

C.6.e.iii.1.f, g ▶ Illicit Discharges

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

⁴⁹ Agencies should list the specific enforcement actions as defined in their ERPs.

⁵⁰ Percentage calculated as number of each type of enforcement action divided by the total number of enforcement actions.

⁵¹ For example, Enforcement Level 1 may be Verbal Warning.

C.6.e.iii.1.h, i ► Violation Correction Times		
	Number	Percent
Violations (excluding verbal warnings) fully corrected within 10 business days after violations are discovered or otherwise considered corrected in a timely period (C.6.e.iii.1.h)	1	50% ⁵²
Violations (excluding verbal warnings) not fully corrected within 30 days after violations are discovered (C.6.e.iii.1.i)	1	50% ⁵³
Total number of violations (excluding verbal warnings) for the reporting year ⁵⁴	2	100%
Comments: Both violations were from the same site. The violation not fully corrected within 30 days required additional days and was fully corrected by the 38 th day.		

C.6.e.iii.(2) ► Evaluation of Inspection Data
Describe your evaluation of the tracking data and data summaries and provide information on the evaluation results (e.g., data trends, typical BMP performance issues, comparisons to previous years, etc.).
Description: We had very little violations that required a written warning this year. Including the verbal warnings, we only had 4 violations. Compare that to last year's violation of 21, we can see that the construction sites are improving with their compliance for stormwater ordinance and has their BMPs in place.

C.6.e.iii.(2) ► Evaluation of Inspection Program Effectiveness
Describe what appear to be your program's strengths and weaknesses, and identify needed improvements, including education and outreach.
Description: Program strengths: <ul style="list-style-type: none"> • Effective delegation of tasks to appropriate personnel by Program Administrator. • Clear inspection criteria on new inspection form. • Good follow-up by support-staff in aggregating data collected, and pursuing missing data components. Program weaknesses: <ul style="list-style-type: none"> • Overtaxing of staff resources due to unfunded mandate of program. Existing staff must compromise overall performance of other,

⁵² Calculated as number of violations fully corrected in a timely period after the violations are discovered divided by the total number of violations for the reporting year.

⁵³ Calculated as number of violations not fully corrected within 30 days after the violations are discovered divided by the total number of violations for the reporting year.

⁵⁴ The total number of violations reported in the table of Violation Correction Times equals the number of initial enforcement actions. I.e., This assumes one violation is issued for several problems during an inspection at a site. The total number of violations in the table of Violation Correction Times may not equal the total number of enforcement actions because one violation issued at a site may have a second enforcement action for the same violation at the next inspection if it is not corrected.

Permittee Name: City of Menlo Park

unrelated duties in order to comply with the program mandate.

- Augmentation of staff with Temporary personnel results in loss-of-efficiencies, as new workers must continually be rotated-in and trained to perform program tasks (sometimes, successive Temp. staff members will work within a seasonal reporting period).

Needed Improvements:

- Additional permanent staff to address continually growing Program staffing needs and complexity of Program mandates.
- Increased clarity of individual task assignments, task responsibility, and discussion of optimal delegation of tasks.
- Outreach: all permits issued that will receive a "high-risk" designation (with accompanying mandatory wet-season inspection requirements) should be noticed at time-of-permit issue (and provided with a sample inspection form) of the Program requirements, and provided with available current Program literature (in addition to the standard Erosion Control Plans attached to the plan-set).
- Perhaps "General Conditions of Permit" section on backside of ENG encroachment permits could include reference to the Program itself (with links and/or citation of general Program requirements beyond what is mentioned in #18 currently).

C.6.f ► Staff Training Summary

Training Name	Training Dates	Topics Covered	No. of Inspectors in Attendance	Percent of Inspectors in Attendance
Stormwater Treatment System Inspector Training	12/4/2013	Stormwater Treatment, requirements, vector control and O&M Inspections	2	100%

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

C.7.b.ii.1 ► Advertising Campaign

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

Summary:

The City of Menlo Park has developed and implemented the following advertising campaigns:

- Stormwater pollution prevention slides shown frequently throughout the day on the community's local 26 and 29 television channels advise community members on sweeping and properly discarding driveway debris instead of spray-washing, promote local commercial carwash stations and spray booths, and provide contact info to anonymously report illegal Stormwater contamination activities
- The Environmental Programs department continued to use Facebook and Twitter pages to promote water pollution prevention behaviors
- Mailed carwash discount coupons to all 7,856 solid waste customers in December
- Completed the Got Ants? Campaign, which involved a pledge, a Facebook 'Like', and a Facebook and Twitter posting to promote alternatives to toxic pesticide sprays in managing ant infestations
- Posted nine (9) flyers City wide showcasing the San Mateo Countywide Water Pollution Prevention Program's participation in the San Mateo County Fair on June 7th – 15th
- Published three (3) Menlo Focus articles in January on pollution prevention techniques, Got Ants?, and Litterati. Litterati is an organization that uses social media platforms (e.g. Facebook, Twitter, & Instagram) to track litter found in public right of ways using the hashtag (#) Litterati trademark
- Advertised the annual Coastal Clean Up event at San Francisquito Creek by issuing a press release, adding the event on the City's calendar, posting flyers in Menlo Park's downtown kiosks, and announcing the event on the City's Facebook and Twitter sites
- Sent 4,500 bill inserts to water customers, which focused on stormwater pollution prevention behaviors

The following separate report developed by BASMAA summarizes the activities of the Regional Youth Litter Campaign

- BASMAA Be the Street Campaign Report

C.7.b.iii.1 ▶ Pre-Campaign Survey

(For the Annual Report following the pre-campaign survey) Summarize survey information such as sample size, type of survey (telephone survey, interviews etc.). Attach a survey report that includes the following information. If survey was done regionally, refer to a regional submittal that contains the following information:

Information on the pre-campaign survey for the BASMAA Regional Youth Litter Campaign was provided in the FY 11-12 Annual Report

Place an **X** in the appropriate box below:

<input type="checkbox"/>	Survey report attached
<input checked="" type="checkbox"/>	Reference to regional submittal:

C.7.b.iii.2 ▶ Post-Campaign Survey

(For the Annual Report following the post-campaign survey) Discuss the campaigns and the measureable changes in awareness and behavior achieved. Provide an update of outreach strategies based on the survey results. If survey was done regionally, refer to a regional submittal that contains the following information:

Information on the post-campaign survey for the BASMAA Regional Youth Litter Campaign was provided in the BASMAA FY 13-14 Annual Report.

Place an **X** in the appropriate box below:

<input type="checkbox"/>	Survey report attached
<input checked="" type="checkbox"/>	Reference to regional submittal:

C.7.c ▶ Media Relations

Summarize the media relations effort. Include the following details for each media pitch in the space below, AND/OR refer to a regional report that includes these details:

- Topic and content of pitch
- Medium (TV, radio, print, online)
- Date of publication/broadcast

Summary:

The City of Menlo Park has developed and implemented the following media relations:

- **The City of Menlo Park circulates slides daily on the local 26 and 29 television channels to promote behaviors that reduce stormwater pollution, such as using a commercial carwash, sweeping sidewalks and driveways, and anonymously reporting illegal Stormwater**

contamination activities

- The City regularly posts stormwater pollution prevention information on the City website and Environmental Programs Facebook and Twitter pages
- In January a Menlo Focus magazine was released promoting water pollution prevention solutions, Got Ants?, and Litterati . Got Ants? promotes alternatives to synthetic pesticides in managing ant infestations and Litterati is an organization that uses social media platforms (e.g. Facebook, Twitter, & Instagram) to track street litter by using the hashtag (#) Litterati trademark

The following separate report developed by BASMAA summarizes media relations efforts conducted during FY 13-14:

- BASMAA Media Relations Final Report FY 13-14

This report and any other media relations efforts conducted countywide is included within the C.7 Public Information and Outreach section of the SMCWPPP FY 13-14 Annual Report.

C.7.d ► Stormwater Point of Contact

Summary of any changes made during FY 13-14:
 The City of Menlo Park’s point of contact has not changed. The Stormwater point of contact for the City is publicized through mailers, website, newsletter, and flyers, and is maintained by the Environmental Programs Department. The SMCWPPP initial point of contact has not changed, however, social media points of contact have been established in addition to the original website and phone number. A summary of efforts conducted by SMCWPPP to publicize stormwater points of contact (e.g. program website, hotline, outreach materials, and social media, etc.) is included within the Public Information and Outreach section of the SMCWPPP FY 2013-14 Annual Report.

C.7.e ► Public Outreach Events

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

Event Details	Description (messages, audience)	Evaluation of Effectiveness
Provide event name, date, and location. Indicate if event is local, countywide or regional.	Identify type of event (e.g., school fair, farmers market etc.), type of audience (school children, gardeners, homeowners etc.) and outreach messages (e.g., Enviroscape presentation, pesticides, stormwater awareness)	Provide general staff feedback on the event (e.g., success at reaching a broad spectrum of the community, well attended, good opportunity to talk to gardeners etc.). Provide other details such as: <ul style="list-style-type: none"> • Estimated overall attendance at the event. • Number of people that visited the booth, comparison with previous years

		<ul style="list-style-type: none"> • Number of brochures and giveaways distributed • Results of any spot surveys conducted
Coastal Cleanup Day, San Francisquito Creek (between Menlo Park and Palo Alto), September 21, 2013	The City partnered with Acterra in recruiting volunteers from surrounding communities to participate during the Coastal Cleanup event at San Francisquito Creek where educational material about stormwater pollution prevention was provided	A total of 47 volunteers cleaned 1.25 miles of San Francisquito Creek between Menlo Park and Palo Alto in which 240 pounds of trash and recyclables were collected
Pacific Bio Sciences Green Fair, May 9, 2014	Environmental Programs staff set up a general information booth for employees, which included materials on stormwater pollution prevention such as carwash coupons, "You are the Solution to Water Pollution" brochures, and reusable bags.	A total of 12 carwash coupons and 40 reusable bags were distributed
San Mateo County Fair, June 7-15, 2014	The outreach event was conducted on a countywide level by SMCWPPP and is described in detail in C.7 Public Information and Outreach section of the SMCWPPP FY 13-14 Annual Report. In addition, the City of Menlo Park promoted the County Fair by advertising information on its Facebook and Twitter pages, posting flyers throughout the community, and distributing event flyers to City Facilities (e.g. City Hall, Library, and Recreation Center)	Results are included in the C.7 Public Information and Outreach section of the SMCWPPP FY 2013-14 Annual Report
Menlo Park Annual Block Party, Downtown Menlo Park (Santa Cruz Ave), June 18, 2014	Environmental Programs staff set up a Water Conservation themed table that included Stormwater Pollution Prevention items, such as carwash coupons, SMCWPPP's "You are the Solution to Water Pollution" brochures, and reusable bags	A total of 20 carwash coupons and 40 reusable bags were distributed
The following outreach events were conducted on a countywide level by SMCWPPP and are described in detail in the Public Information and	The outreach events were conducted on a countywide level by SMCWPPP and is described in detail in C.7 Public Information	Results are included in the C.7 Public Information and Outreach section of the SMCWPPP FY 13-14 Annual Report

<p>Outreach section SMCWPPP's FY 13-14 Annual Report:</p> <ul style="list-style-type: none"> • Coastal Cleanup Day, September 21, 2013 • San Mateo County Fair, June 7-15, 2014 	<p>and Outreach section of the SMCWPPP FY 13-14 Annual Report</p>	
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C.7.f. ► Watershed Stewardship Collaborative Efforts

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

Evaluate effectiveness by describing the following:

- Efforts undertaken
- Major accomplishments

Summary:

The City of Menlo Park provides annual funds to Acterra's San Francisquito Watershed Project. Acterra is a local environmental 501(c)(3) nonprofit. A main goal of the organization is to improve 47.5 square miles of the local watershed through citizen engagement, education, and creek restoration activities. During FY 13-14, Acterra completed the following activities in Menlo Park:

- Coordinated 3 volunteer workdays with 47 volunteers, totaling 140 working hours, to restore and clean San Francisquito Creek. Provide community service opportunities for 20 Menlo Park youth
- Encouraged residents to become stewards of the creek through regular volunteers workdays
- Propagated 2,700 plants for watershed restoration projects along San Francisquito and its tributaries. Plants are grown from seeds collected in this watershed so that the plants are genetically appropriate for the areas and support local fauna.

A summary of efforts conducted by SMCWPPP to work with Watershed Stewardship Groups on a countywide level is included within the Public Information and Outreach section of the SMCWPPP FY 13-14 Annual Report

C.7.g. ► Citizen Involvement Events		
List the types of events conducted (e.g., creek clean up, storm drain inlet marking, native gardening etc.). Use the following table for reporting and evaluating citizen involvement events.		
Event Details	Description	Evaluation of effectiveness
Provide event name, date, and location. Indicate if event is local, countywide or regional	Describe activity (e.g., creek clean-up, storm drain marking etc.)	Provide general staff feedback on the event. Provide other evaluation details such as: <ul style="list-style-type: none"> • Number of participants. Any change in participation from previous years. • Distance of creek or water body cleaned • Quantity of trash/recyclables collected (weight or volume). • Number of inlets marked. • Data trends
Coastal Cleanup Day, San Francisquito Creek (between Menlo Park and Palo Alto), September 21, 2013	The City partnered with Acterra to host a coastal cleanup event at San Francisquito Creek, and provided education material about stormwater pollution prevention	A total of 47 volunteers cleaned 1.25 miles of San Francisquito Creek between Menlo Park and Palo Alto in which 240 pounds of trash/recyclables were collected
Acterra’s San Francisquito Watershed Project – various activities through FY 2013-14	Acterra completed the following activities throughout the reporting year: <ul style="list-style-type: none"> • Coordinated volunteer workdays to restore and clean San Francisquito Creek • Provided community service opportunities for Menlo Park youth • Encouraged residents to become stewards of the creek through regular volunteer workdays • Conducted basic water quality tests • Conducted plant propagation activities where plants were grown from seeds collected in the watershed, so that the plants are genetically appropriate for the areas and support local fauna 	662 volunteers contributed a total of over 1,600 hours for trash cleanups, invasive weed removal, and installation of 2,700 native plants. Trash cleanups removed over 5,000 pounds of trash and recyclables.
The following outreach events were	The outreach event was conducted on a	Results are included in the C.7 Public

Permittee Name: City of Menlo Park

<p>conducted on a countywide level by SMCWPPP and are described in detail in the Public Information and Outreach section of the SMCWPPP FY 2013-14 Annual Report:</p> <ul style="list-style-type: none"> California Coastal Cleanup Day in San Mateo County, September 21, 2013 	<p>countywide level by SMCWPPP and is described in detail in C.7 Public Information and Outreach section of the SMCWPPP FY 13-14 Annual Report.</p>	<p>Information and Outreach section of the SMCWPPP FY 2013-14 Annual Report</p>
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C.7.h. ► School-Age Children Outreach

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

Program Details	Focus & Short Description	Number of Students/Teachers reached	Evaluation of Effectiveness
<p>Provide the following information: Name Grade or level (elementary/ middle/ high)</p>	<p>Brief description, messages, methods of outreach used</p>	<p>Provide number or participants</p>	<p>Provide agency staff feedback. Report any other evaluation methods used (quiz, teacher feedback etc.). Attach evaluation summary if applicable.</p>
<p>Fair Oaks Head Start, October 4, 2014</p>	<p>Banana Slug String Band uses music and theatrics to educated young children about water pollution prevention.</p>	<p>75 students reached</p>	<p>Results are included in the C.7 Public Information and Outreach section of the SMCWPPP's FY 13-14 Annual Report</p>
<p>Hillview Middle School, February 4, 2014</p>	<p>'Linking Litter to Critters' is a presentation, geared towards middle school students (6-8th grade), that discusses litter: the environmental problems, the causes and how to keep Earth and our local community clean, healthy and beautiful. Follow up questions and prizes were used to increase awareness and provide students with alternatives to generating trash (i.e. reusable bags, reusable water bottle, and lunch tote,</p>	<p>27 students reached</p>	<p>Results are included in the C.7 Public Information and Outreach section of the SMCWPPP's FY 13-14 Annual Report</p>

	etc.)		
SMCWPPP conducted two school-aged children outreach programs countywide. These programs are summarized in the Public Information and Outreach section of the SMCWPPP FY 13-14 Annual Report			

Section 8 - Provision C.8 Water Quality Monitoring

C.8 ► Water Quality Monitoring

State below if information is reported in a separate regional report. Municipalities can also describe below any Water Quality Monitoring activities in which they participate directly, e.g. participation in RMP workgroups, fieldwork within their jurisdictions, etc.

Summary

During FY 13-14, we contributed through SMCWPPP to the BASMAA Regional Monitoring Coalition (RMC). In addition, we contributed financially to the Regional Monitoring Program for Water Quality in the San Francisco Estuary (RMP) and were represented at RMP committees and work groups. Monitoring efforts and results are documented in a separate report submitted March 15 of each year, as required in Provision C.8. For additional information on monitoring activities conducted by the Program, BASMAA RMC and the RMP, see SMCWPPP's March 2014 Integrated Monitoring Report, Part A. Additionally, the City of Menlo Park conducts basic water testing of San Francisquito Creek through its partnership with Acterra.

Section 9 – Provision C.9 Pesticides Toxicity Controls

C.9.b ► Implement IPM Policy or Ordinance					
Report implementation of IPM BMPs by showing trends in quantities and types of pesticides used, and suggest reasons for increases in use of pesticides that threaten water quality, specifically organophosphates, pyrethroids, carbaryl, and fipronil. A separate report can be attached as evidence of your implementation.					
Trends in Quantities and Types of Pesticides Used ⁵⁵					
Pesticide Category and Specific Pesticide Used	Amount ⁵⁶				
	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14
Organophosphates	0	0	0	0	0
Product or Pesticide Type A					
Product or Pesticide Type B					
Pyrethroids	0	0	0	0	0
Product or Pesticide Type X					
Product or Pesticide Type Y					
Carbaryl	0	0	0	0	0
Fipronil	0	0	0	0	0

⁵⁵ Includes all municipal structural and landscape pesticide usage by employees and contractors.

⁵⁶ Weight or volume of the product or preferably its active ingredient, using same units for the product each year. The active ingredients in any pesticide are listed on the label. The list of active ingredients that need to be reported in the pyrethroids class includes: allethrin, bifenthrin, beta-cyfluthrin, bioallethrin, cyfluthrin, cypermethrin, cyphenothrin, deltamethrin, esfenvalerate, etofenprox, fenpropathrin, gamma-cyhalothrin, imiprothrin, lambda-cyhalothrin, metofluthrin, permethrin, phenothrin, prallethrin, resmethrin, sumithrin (d-phenothrin), tau-fluvalinate, tefluthrin, tetramethrin, tralomethrin, cis-permethrin, and zeta-cypermethrin.

C.9.c ▶ Train Municipal Employees	
Enter the number of employees that applied or used pesticides (including herbicides) within the scope of their duties this reporting year.	7
Enter the number of these employees who received training on your IPM policy and IPM standard operating procedures within the last 3 years. List of attendees at the 03-12-14 Landscape IPM Training Workshop List of attendees at the 11-19-13 Structural IPM Training Workshop List of attendees at the 02-27-13 Landscape IPM Training Workshop	7
Enter the percentage of municipal employees who apply pesticides who have received training in the IPM policy and IPM standard operating procedures within the last three years.	100%

C.9.d ▶ Require Contractors to Implement IPM			
Did your municipality contract with any pesticide service provider in the reporting year?	<input checked="" type="checkbox"/> X	Yes	<input type="checkbox"/> No
If yes, attach one of the following:			
<input type="checkbox"/>	Contract specifications that require adherence to your IPM policy and standard operating procedures, OR		
<input checked="" type="checkbox"/> X	Copy(ies) of the contractors' IPM certification(s) or equivalent, OR		
<input type="checkbox"/>	Equivalent documentation.		
If Not attached , explain:			

C.9.e ▶ Track and Participate in Relevant Regulatory Processes
Summarize participation efforts, information submitted, and how regulatory actions were affected OR reference a regional report that summarizes regional participation efforts, information submitted, and how regulatory actions were affected.
Summary: During FY 13-14, Menlo Park participated in regulatory processes related to pesticides through SMCWPPP, BASMAA and CASQA. For additional information, see the regional report submitted by BASMAA on behalf of all MRP Permittees. City staff regularly participates in San Mateo Countywide Pollution Prevention Program IPM Workgroup Meetings.

C.9.f ▶ Interface with County Agricultural Commissioners

Did your municipal staff observe any improper pesticide usage or evidence of improper usage (e.g., pesticides in storm drain systems, along street curbs, or in receiving waters) during this fiscal year?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
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If yes, provide a summary of improper pesticide usage reported to the County Agricultural Commissioner and follow-up actions taken to correct any violations. A separate report can be attached as your summary.

C.9.h.ii ▶ Public Outreach: Point of Purchase

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

Summary:
 The City of Menlo Park provides information on pesticide point of purchase and Integrated Pest Management (IPM) on its Environmental Programs “Sustainable Gardening” and “Hazardous Waste” web pages. These web pages also provide residents and visitors with information on the “Our Water Our World” program, how to find a certified IPM contractor, and how to coordinate with Household Hazardous Waste programs for proper pesticide disposal. The City also posts this information on its Environmental Programs Facebook and Twitter pages. In addition, the city has hosted two Household Hazardous Waste Disposal events on 8/10/2013 and 2/8/2014 where residents can properly dispose of used and unwanted pesticides.
See the C.9 Pesticides Toxicity Control section of the SMCWPPP FY 13-14 Annual Report for information on point of purchase public outreach conducted countywide and regionally.

C.9.h.vi ▶ Public Outreach: Pest Control Operators

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

Summary:
See the C.9 Pesticides Toxicity Control section of the SMCWPPP FY 13-14 Annual Report for a summary of our participation in and contributions towards countywide and regional public outreach to pest control operators and landscapers to reduce pesticide use.

Section 10 - Provision C.10 Trash Load Reduction

C.10.a.iii ► Minimum Full Trash Capture

Provide the following:

- 1) Descriptions of actions/tasks completed towards achieving the Minimum Full Trash Capture requirement in provision C.10.a.iii. Include the:
 - Total number and types of full capture devices (publicly and privately-owned) installed to-date;
 - Total land area (acres) and land areas within each trash generation category (i.e., very high, high, moderate and low) treated by full capture devices (or other types of devices for non-population based Permittees), in comparison to the MRP-required full capture requirements in Attachment J to the MRP; and,
 - Percentage of jurisdictional land areas with very high, high, moderate and low trash generation rates treated by full capture devices.
- 2) A narrative summary of maintenance activities implemented for each device, group of devices, or device type, including descriptions of typical maintenance frequencies and issues associated with maintaining these devices.

Descriptions of Actions/Tasks (Conducted or Planned):

The City of Menlo Park has 1 Hydrodynamic Separator (HDS) unit located in TMA 1, 20 Connector Pipe Screens and 4 HDS units located in TMA 2, and 1 HDS unit located in TMA 3, that combined treats a total of 228 acres. Of those 228 acres we are treating, 174 acres fall within low trash generating areas and 53 acres fall within moderate trash generating areas. Additionally, 4% of jurisdictional area treated by full trash capture devices fall within the low trash generation category and 18% falls within the moderate trash generation category.

Descriptions of Maintenance Activities:

The City maintains and cleans out its trash capture devices after each steady rain and on an as-needed basis. Every maintenance/service activity is documented using the "Trash Capture Device Maintenance Report – Small Devices" inspection form provided by the Bay Area-Wide Trash Capture Demonstration Project. After the forms are completed, staff enters the information in to the www.bayareatrashtacker.org website. To date there have been no maintenance of performance issues.

In FY 13-14, the City of Menlo Park also participated in the initial development of a Model Trash Full Capture Device Operation and Maintenance (O&M) Verification Program initiated by SMCWPPP. The model program is intended to provide Permittees with a template for documenting O&M procedures, including inspection and maintenance frequencies. Over the course of the next year, the City of Menlo Park plans to further document the city-specific O&M verification program by tailoring the Model Program developed by SMCWPPP to incorporate city-specific characteristics/processes. Additional details on the City's O&M verification program will be included in our FY 14-15 Annual Report.

C.10.b.iii ► Trash Hot Spot Assessment

Provide the volume of material removed during each MRP-required Trash Hot Spot cleanup during each fiscal year, and the dominant types of trash (e.g., glass, plastics, paper) removed and their sources in FY 2013-14 to the extent possible.

Trash Hot Spot	FY 13-14 Cleanup Date	Volume of Trash Removed (cubic yards)				Dominant Type(s) of Trash in FY 2013-14	Trash Sources in FY 2013-14 (where possible)
		FY 2010-11	FY 2011-12	FY 2012-13	FY 2013-14		
MPK01	9/21/2013	143	0.02	4.2	1.1	Convenience/Fast Food items, Aluminum cans, Bottles (plastic or glass), Plastic Bags, Paper and cardboard	Trash accumulation, Litter, Homeless encampments, Illegal dumping

1) FY2010-11 trash removed is reported as pounds (143lbs)

C.10.c ► Long-Term Trash Load Reduction Plan	
Provide descriptions of significant revisions made to your Long-term Trash Load Reduction Plan submitted to the Water Board in February 2014. Describe significant changes made to primary or secondary trash management areas (TMA), trash generation maps, control measures, or time schedules identified in your plan.	
Description of Significant Revision(s)	Associated TMA
Based on initial on-land visual assessments during summer 2014, jurisdictional areas identified as "moderate" trash generation in our long-term plan have been revised into the "low" trash generation category. The City is currently planning on verifying the current conditions within these areas in FY 14-15	1
Based on initial on-land visual assessments during summer 2014 jurisdictional areas identified as "moderate" trash generation in our long-term plan have been revised into the "low" trash generation category. The City is currently planning on verifying the current conditions within these areas in FY 14-15	3
Base on initial on-land visual assessments during summer 2014, approximately 50% of jurisdictional areas identified as "moderate" trash generating in our long-term plan have been revised into the "low" trash generation category. The City is currently planning on verifying the current conditions within these areas in FY 14-15	4

C.10.d ► PART A - Trash Control Measure Implementation and Assessment (Jurisdictional-wide Actions)

Provide a description of each jurisdictional-wide trash control measure implemented to-date. Identify the dominant trash source(s) and dominant type(s) of trash addressed by each control measure. For each jurisdictional-wide measure, identify the trash assessment method(s) used to demonstrate on-going reductions, summarize the results of the assessment(s), and estimate the associated reduction of trash within your jurisdictional area.

Control Measure	Summary Description of Control Measure & Dominant Trash Sources and Types	Assessment Method(s)	Summary of Assessment Results To-date	Estimated % Trash Reduced
Single-use Plastic Bag Ordinance or Policy	<p><u>About the ordinance:</u> On January 22, 2013, the Menlo Park City Council adopted San Mateo County's Reusable Bag Ordinance. The ordinance applies to all retail stores in the city starting on April 22, 2013 (Earth Day). The ordinance prohibits all retailers from distributing plastic bags and retailers must charge a minimum of 10 cents for each paper bag provided at checkout (minimum price will increase to 25 cents in 2015). Retailers may sell paper bags made of at least 40% recycled material and will retain all revenue earned from bag sales. Menlo Park's ordinance can be accessed by visiting: http://www.menlopark.org/DocumentCenter/View/1447</p> <p><u>Enforcement:</u> Retailers must keep complete and accurate records of the purchase and sale of recycled paper bags for a minimum of three years from the date of purchase or sale. Records must be available for potential inspection at the retail store's address. Enforcement is managed by the San Mateo County Health Department.</p>	<p>On behalf of all SMCWPPP Permittees, the County of San Mateo conducted assessments evaluating the effectiveness of the single use plastic bag ban in municipalities within San Mateo County. Assessments conducted by the County included audits of businesses and surveys of customer bag usage at many businesses in San Mateo County. Additionally, the number of complaints by customers was also tracked by the County. The results of assessments conducted by these cities are assumed to be representative of all SMCWPPP Permittees, given the consistency between the scope, implementation, and enforcement of the ordinances among the municipalities.</p> <p>The City of Menlo Park developed its % trash reduced estimate using the following assumptions:</p> <ol style="list-style-type: none"> 1) Single use plastic bags comprise 8% of the trash discharged from stormwater conveyances, based on the Regional Trash Generation Study conducted by BASMAA; 2) 95% of single use plastic bags distributed in the City of Menlo Park are affected by the implementation of the 	<p>Results of assessments conducted by the County of San Mateo on behalf of all municipalities in San Mateo County indicate that the City's ordinance is effective in reducing the number of single use plastic bags in stormwater discharges. This preliminary conclusion is based on the very small number of complaints received from customers about businesses in San Mateo County that are continuing to use single use plastic bags after ordinances were adopted. Assuming single use bags are 8% of the trash observed in stormwater discharges, the City concludes that there has been a 7% (i.e., 8% x 86% effectiveness in reducing bags) reduction in trash in stormwater discharges as a result of the City's ordinance.</p>	7%

C.10.d ► PART A - Trash Control Measure Implementation and Assessment (Jurisdictional-wide Actions)

Provide a description of each jurisdictional-wide trash control measure implemented to-date. Identify the dominant trash source(s) and dominant type(s) of trash addressed by each control measure. For each jurisdictional-wide measure, identify the trash assessment method(s) used to demonstrate on-going reductions, summarize the results of the assessment(s), and estimate the associated reduction of trash within your jurisdictional area.

Control Measure	Summary Description of Control Measure & Dominant Trash Sources and Types	Assessment Method(s)	Summary of Assessment Results To-date	Estimated % Trash Reduced
	<p>Outreach Efforts: Outreach included letters to retailers informing them about the proposed ordinance, press releases, three (3) public workshops and presentations, flyers in the City's solid waste billing inserts, flyers posted throughout the community, tabling event at Menlo Park Block Party, and information posted on the City's Environmental Programs webpage, Facebook and Twitter pages. Free reusable bags are available to our residents upon request at City Hall, retailer toolkits are available to retailers, and most recently "grab your bag" parking lot signs were installed in downtown Menlo Park parking lots.</p>	<p>ordinance, based on the County of San Mateo's Environmental Impact Report; and</p> <p>3) Of the bags affected by the ordinance, there are now 90% less bags being distributed, based on customer complaints received by the County of San Mateo's Department of Environmental Health Services. This is conservative estimate given that in FY 13-14 Environmental Services only received complaints about 4, of the over 1900 businesses in San Mateo County that are affected by the single-use plastic bag ordinances.</p>		
Expanded Polystyrene Food Service Ware Ordinance or Policy	<p><u>About the ordinance:</u> On August 28, 2012, the Menlo Park City Council adopted San Mateo County's Polystyrene Food Ware Ordinance. The ordinance applies to all food vendors in the City and officially became effective on November 1, 2012. The ordinance prohibits food vendors, including restaurants, delis, cafés, markets, fast-food establishments, and vendors at fairs from dispensing prepared food in polystyrene containers labeled with</p>	<p>Although the City has adopted and implemented an ordinance prohibiting the distribution of EPS food ware by food vendors, evaluations of the effectiveness of the ordinance have not yet been conducted. For the purpose of estimating trash reductions in stormwater discharges associated with the ordinance, the results of assessments conducted by the cities of Los Altos and Palo Alto were used to represent the reduction of trash associated with the City's ordinance. Assessments</p>	<p>Results of assessments that are representative of the City, but were conducted by the cities of Los Altos and Palo Alto, indicate that City's ordinance is effective in reducing EPS food ware in stormwater discharges. This conclusion is based on the following assessment result - an average of 95% of businesses affected by the ordinance are no longer distributing EPS food ware post-ordinance. Based on these</p>	5%

C.10.d ► PART A - Trash Control Measure Implementation and Assessment (Jurisdictional-wide Actions)

Provide a description of each jurisdictional-wide trash control measure implemented to-date. Identify the dominant trash source(s) and dominant type(s) of trash addressed by each control measure. For each jurisdictional-wide measure, identify the trash assessment method(s) used to demonstrate on-going reductions, summarize the results of the assessment(s), and estimate the associated reduction of trash within your jurisdictional area.

Control Measure	Summary Description of Control Measure & Dominant Trash Sources and Types	Assessment Method(s)	Summary of Assessment Results To-date	Estimated % Trash Reduced
	<p>a No. 6. Food vendors must provide alternative food ware products such as biodegradable/compostable plates, cups, and take out containers. Menlo Park’s Polystyrene Ordinance can be accessed by visiting: http://www.menlopark.org/DocumentCenter/View/1414</p> <p><u>Enforcement:</u> Enforcement is managed by the San Mateo County Health Department and food vendors not in compliance are subject to fines.</p> <p><u>Outreach Efforts:</u> The following outreach was conducted for all Menlo Park food vendors, delis, cafés, markets, and fast-food establishments; letters and surveys sent out to all vendors, ordinance information included in the Chamber of Commerce Newsletter, flyers displayed throughout the community, community meetings and presentations, press releases, and information was made available on the City’s Environmental Programs webpage, Facebook and Twitter pages.</p>	<p>conducted by these cities were conducted prior to and following the effective date of their ordinances, and include audits of businesses and/or assessments of EPS food ware observed on streets, storm drains and local creeks. The results of assessments conducted by these cities are assumed to be representative of the effectiveness of the City’s ordinance because the implementation (including enforcement) of the City’s ordinance is similar to the City of Los Altos’ and Palo Alto’s.</p> <p>The City Of Menlo Park developed its % trash reduced estimate using the following assumptions:</p> <ol style="list-style-type: none"> 1) EPS food ware comprises 6% of the trash discharged from stormwater conveyances, based on the Regional Trash Generation Study conducted by BASMAA; 2) 80% of EPS food ware distributed by food vendors or sold via stores in the City of Menlo Park is affected by the implementation of the ordinance; and 3) There is now 95% less EPS food ware being distributed, sold and/or observed in the environment, based on assessments conducted by the City of 	<p>results, the estimated average reduction of EPS food ware in stormwater discharges is 90%. Assuming EPS food ware is 6% of the trash observed in stormwater discharges, the City concludes that there has been a 5% (i.e., 6% x 90%) reduction in trash in stormwater discharges as a result of the ordinance.</p>	

C.10.d ► PART A - Trash Control Measure Implementation and Assessment (Jurisdictional-wide Actions)

Provide a description of each jurisdictional-wide trash control measure implemented to-date. Identify the dominant trash source(s) and dominant type(s) of trash addressed by each control measure. For each jurisdictional-wide measure, identify the trash assessment method(s) used to demonstrate on-going reductions, summarize the results of the assessment(s), and estimate the associated reduction of trash within your jurisdictional area.

Control Measure	Summary Description of Control Measure & Dominant Trash Sources and Types	Assessment Method(s)	Summary of Assessment Results To-date	Estimated % Trash Reduced
		Palo Alto and City of Los Altos.		
Public Education and Outreach Programs Targeted at Trash Reduction and Implemented post-MRP Adoption	On behalf of the City SMCWPPP and BASMAA also implemented public education and outreach actions at the countywide and regional scales that were targeted at reducing the impacts of trash on local water bodies. For descriptions of these activities, please see Section 7 of the Program's Annual Report.	BASMAA conducted post-campaign surveys in FY 13-14 to assess the effectiveness and impacts of their youth litter campaign "Be the Street". The methods used by BASMAA are described in Appendix 16 of the Program's Annual Report.	Reductions (i.e., trends) in the levels of trash in stormwater discharges that occur as a result of the implementation of Public Education and Outreach campaigns and programs are very difficult to measure. Both the inherent spatial and temporal variability in trash generation and the timeframes by which behavior change occurs as a result of education and outreach largely governs our ability to link this control measure to water quality outcomes. That said, changing littering behaviors is paramount to the long-term success of trash management programs. As described in Section 7 of the Program's Annual Report, the City has spent significant resources on local, county-wide, and public education and outreach programs that are slowly reducing the generation of trash at its source. Based on the results of assessments conducted by BASMAA in FY 13-14 to assess the effectiveness and impacts of their youth litter campaign "Be the Street" (see Program's Section 7),	1%

C.10.d ► PART A - Trash Control Measure Implementation and Assessment (Jurisdictional-wide Actions)

Provide a description of each jurisdictional-wide trash control measure implemented to-date. Identify the dominant trash source(s) and dominant type(s) of trash addressed by each control measure. For each jurisdictional-wide measure, identify the trash assessment method(s) used to demonstrate on-going reductions, summarize the results of the assessment(s), and estimate the associated reduction of trash within your jurisdictional area.

Control Measure	Summary Description of Control Measure & Dominant Trash Sources and Types	Assessment Method(s)	Summary of Assessment Results To-date	Estimated % Trash Reduced
			a modest conservative load reduction associated with public education and outreach programs is assumed.	

C.10.d ► PART B - Trash Control Measure Implementation and Assessment (TMA Specific Actions)

Complete the following trash control measure implementation and assessment summary for each primary trash management area (TMA) identified in your Long-term Plan. Include the following information:

- Identify the total jurisdictional area and the % of that area that generates very high (VH), high (H), moderate (M), or low (L) levels of trash;
- Identify the dominant trash source(s) and dominant type(s) of trash addressed or to-be addressed in the TMA;
- Include the area currently treated by full capture devices, the quantity and type of devices installed to-date, and the % of jurisdictional area that generates very high (VH), high (H), moderate (M), and low (L) levels of trash after accounting for reductions via full capture devices;
- Summarize control measures other than full capture devices implemented to-date, distinguishing between implementation that began pre- and post-MRP effective date. If not implemented in the entire TMA, describe generation category targeted and % of TMA addressed;
- Provide the % of the jurisdictional area that generates very VH, H, M or L levels of trash after accounting for all control measures implemented to-date;
- Describe the methods used to evaluate the effectiveness of control measures other than full capture devices, and any assessment results to-date. If the method was not implemented in the entire TMA, describe generation category targeted and %of TMA addressed; and
- Provide an estimate of the % of trash reduced in the TMA and jurisdiction-wide.

C.10.d ► PART B - Trash Control Measure Implementation and Assessment (TMA Specific Actions)								
TMA ID	TMA Area (Acres)	Dominant Sources	Dominant Types	% TMA in Each Trash Generation Category				
				VH	H	M	L	
1	760	Restaurants, convenience stores, schools, parked cars, moving vehicles	All Trash Types	Baseline Generation (Pre-MRP)	0%	0%	2%	98%
Trash Full Capture Devices		Summary Descriptions of Full Trash Capture Devices (Quantity and Type)		After taking into account Full Capture Devices	0%	0%	0%	100%
Total Area (Acres)	20	There is one Hydrodynamic Separator in TMA 1 located on the Quadra Business Park located on Saga Lane and Sand Hill Rd.						
% of TMA	3%							
% of VH/H/M	22%							
Summary Descriptions of Control Measures Implemented Since MRP Adoption, Other than Full Capture Devices				After taking into account all New or Enhanced (post-MRP) Control Measures	0%	0%	0%	100%
Trash control measures implemented prior to the adoption of the MRP continued in this fiscal year. The City is currently evaluating the need for additional control measures above and beyond the full capture devices reported above and the jurisdictional actions identified in C.10.d - PART A, consistent with the goal of preventing adverse impacts to water quality. For a detailed description of additional/planned Trash Control Measures, please see the City's Long Term Trash Reduction Plan submitted to the Water Board on 2/1/2014.								
Assessment Methods for Control Measures Other than Full Capture Devices								
As part of the City's Long-Term Trash Load Reduction Plan, we worked collaboratively with other SMCWPPP Permittees to develop our Pilot Trash Assessment Strategy (Strategy), which was submitted to the Water Board in Feb 2014. For areas where control measures other than full capture devices have been implemented, visual on-land trash assessment is the method used to determine the current level of trash in a TMA. Assessments are conducted using a protocol developed by BASMAAA member agencies. For each TMA assessed, sites are selected using a probabilistic sample draw to randomly pick sites in a TMA and allow for extrapolation of results within an applicable TMA. Additionally, trash assessment sites may also be targeted to specific streets and properties (these results are not extrapolated). Changes in the level of trash observed via on-land assessments, along with the associated trash generation rates are then used to calculate reductions in trash to-date. The results of the assessments conducted in FY13-14 are presented below. Additional information on the Strategy, the results of initial assessments, and the methods used to calculate % reduction can be found in the Program's FY 13-14 Annual report.								
Summary of Assessment Results To-date				Estimated % Trash Reduction in TMA due to New or Enhanced Post-MRP actions	100%			
In Summer 2014, a total of 2 sites or 2,200 linear feet of streets and sidewalks in this TMA (i.e., 25% of streets/sidewalks with M, H or VH generation rates) were assessed using the on-land visual assessment protocol. Based on the results of these assessments, the area in this TMA where control measures other than full capture devices are implemented was determined to have 100% low, 0% moderate, 0% high and 0% very high levels of trash. The results to the right include not only the reduction observed via on-land assessments, but also via full capture devices (as applicable).								
				Estimated % Trash Reduction Jurisdiction-wide due to New or Enhanced Post-MRP actions	11%			

C.10.d ► PART B - Trash Control Measure Implementation and Assessment (TMA Specific Actions)								
TMA ID	TMA Area (Acres)	Dominant Sources	Dominant Types		% TMA in Each Trash Generation Category			
					VH	H	M	L
2	1,483	Schools, restaurants, retail, inadequate container management	All Trash Types	Baseline Generation (Pre-MRP)	0%	0%	5%	95%
Trash Full Capture Devices		Summary Descriptions of Full Trash Capture Devices (Quantity and Type)		After taking into account Full Capture Devices	0%	0%	3%	97%
Total Area (Acres)	199	There are 20 Connector Pipe Screens and 4 Hydrodynamic Separators located in TMA 2.						
% of TMA	13%							
% of VH/H/M	48%							
Summary Descriptions of Control Measures Implemented Since MRP Adoption, Other than Full Capture Devices				After taking into account all New or Enhanced (post-MRP) Control Measures	0%	0%	3%	97%
Trash control measures implemented prior to the adoption of the MRP continued in this fiscal year. The City is currently evaluating the need for additional control measures above and beyond the full capture devices reported above and the jurisdictional actions identified in C.10.d - PART A, consistent with the goal of preventing adverse impacts to water quality. For a detailed description of additional/planned Trash Control Measures, please see the City's Long Term Trash Reduction Plan submitted to the Water Board on 2/1/2014.								
Assessment Methods for Control Measures Other than Full Capture Devices								
As part of the City's Long-Term Trash Load Reduction Plan, we worked collaboratively with other SMCWPPP Permittees to develop our Pilot Trash Assessment Strategy (Strategy), which was submitted to the Water Board in Feb 2014. For areas where control measures other than full capture devices have been implemented, visual on-land trash assessment is the method used to determine the current level of trash in a TMA. Assessments are conducted using a protocol developed by BASMAAA member agencies. For each TMA assessed, sites are selected using a probabilistic sample draw to randomly pick sites in a TMA and allow for extrapolation of results within an applicable TMA. Additionally, trash assessment sites may also be targeted to specific streets and properties (these results are not extrapolated). Changes in the level of trash observed via on-land assessments, along with the associated trash generation rates are then used to calculate reductions in trash to-date. The results of the assessments conducted in FY13-14 are presented below. Additional information on the Strategy, the results of initial assessments, and the methods used to calculate % reduction can be found in the Program's FY 13-14 Annual report.								
Summary of Assessment Results To-date								
On-land visual assessment were not conducted in this TMA in FY 13-14 and therefore no load reductions associated control measures other than full capture devices are assumed to have occurred. Assessments may be conducted in subsequent years.								
Estimated % Trash Reduction in TMA due to New or Enhanced Post-MRP actions					48%			
Estimated % Trash Reduction Jurisdiction-wide due to New or Enhanced Post-MRP actions					25%			

C.10.d ► PART B - Trash Control Measure Implementation and Assessment (TMA Specific Actions)									
TMA ID	TMA Area (Acres)	Dominant Sources	Dominant Types		% TMA in Each Trash Generation Category				
					VH	H	M	L	
3	504	Schools, restaurants, parked cars, retail, convenience stores, bus stops	All Trash Types	Baseline Generation (Pre-MRP)	0%	0%	0%	100%	
Trash Full Capture Devices		Summary Descriptions of Full Trash Capture Devices (Quantity and Type)			After taking into account Full Capture Devices	0%	0%	0%	100%
Total Area (Acres)	9	There is 1 Hydrodynamic Separator in TMA 3 located on the corner of Middlefield Rd. and Willow Rd.							
% of TMA	2%								
% of VH/H/M	0%								
Summary Descriptions of Control Measures Implemented Since MRP Adoption, Other than Full Capture Devices					After taking into account all New or Enhanced (post-MRP) Control Measures	0%	0%	0%	100%
Trash control measures implemented prior to the adoption of the MRP continued in this fiscal year. The City is currently evaluating the need for additional control measures above and beyond the full capture devices reported above and the jurisdictional actions identified in C.10.d - PART A, consistent with the goal of preventing adverse impacts to water quality. For a detailed description of additional/planned Trash Control Measures, please see the City's Long Term Trash Reduction Plan submitted to the Water Board on 2/1/2014.									
Assessment Methods for Control Measures Other than Full Capture Devices									
As part of the City's Long-Term Trash Load Reduction Plan, we worked collaboratively with other SMCWPPP Permittees to develop our Pilot Trash Assessment Strategy (Strategy), which was submitted to the Water Board in Feb 2014. For areas where control measures other than full capture devices have been implemented, visual on-land trash assessment is the method used to determine the current level of trash in a TMA. Assessments are conducted using a protocol developed by BASMAAA member agencies. For each TMA assessed, sites are selected using a probabilistic sample draw to randomly pick sites in a TMA and allow for extrapolation of results within an applicable TMA. Additionally, trash assessment sites may also be targeted to specific streets and properties (these results are not extrapolated). Changes in the level of trash observed via on-land assessments, along with the associated trash generation rates are then used to calculate reductions in trash to-date. The results of the assessments conducted in FY13-14 are presented below. Additional information on the Strategy, the results of initial assessments, and the methods used to calculate % reduction can be found in the Program's FY 13-14 Annual report.									
Summary of Assessment Results To-date									
In Summer 2014, a total of 1 site or 1,200 linear feet of streets and sidewalks in this TMA (i.e., 30% of streets/sidewalks with M, H or VH generation rates) were assessed using the on-land visual assessment protocol. Based on the results of these assessments, the area in this TMA where control measures other than full capture devices are implemented was determined to have 100% low, 0% moderate, 0% high and 0% very high levels of trash. The results to the right include not only the reduction observed via on-land assessments, but also via full capture devices (as applicable).									
Estimated % Trash Reduction in TMA due to New or Enhanced Post-MRP actions					100%				
Estimated % Trash Reduction Jurisdiction-wide due to New or Enhanced Post-MRP actions					0%				

C.10.d ► PART B - Trash Control Measure Implementation and Assessment (TMA Specific Actions)								
TMA ID	TMA Area (Acres)	Dominant Sources	Dominant Types		% TMA in Each Trash Generation Category			
					VH	H	M	L
4	2,359	Schools, parked cars, moving vehicles, illegal dumping, bus stops	All Trash Types	Baseline Generation (Pre-MRP)	0%	0%	2%	98%
Trash Full Capture Devices		Summary Descriptions of Full Trash Capture Devices (Quantity and Type)		After taking into account Full Capture Devices	0%	0%	2%	98%
Total Area (Acres)	0%	Currently there are no full-trash capture devices installed in TMA 4.						
% of TMA	0%							
% of VH/H/M	0%							
Summary Descriptions of Control Measures Implemented Since MRP Adoption, Other than Full Capture Devices				After taking into account all New or Enhanced (post-MRP) Control Measures	0%	0%	2%	98%
Trash control measures implemented prior to the adoption of the MRP continued in this fiscal year. The City is currently evaluating the need for additional control measures above and beyond the full capture devices reported above and the jurisdictional actions identified in C.10.d - PART A, consistent with the goal of preventing adverse impacts to water quality. For a detailed description of additional/planned Trash Control Measures, please see the City's Long Term Trash Reduction Plan submitted to the Water Board on 2/1/2014.								
Assessment Methods for Control Measures Other than Full Capture Devices								
As part of the City's Long-Term Trash Load Reduction Plan, we worked collaboratively with other SMCWPPP Permittees to develop our Pilot Trash Assessment Strategy (Strategy), which was submitted to the Water Board in Feb 2014. For areas where control measures other than full capture devices have been implemented, visual on-land trash assessment is the method used to determine the current level of trash in a TMA. Assessments are conducted using a protocol developed by BASMAAA member agencies. For each TMA assessed, sites are selected using a probabilistic sample draw to randomly pick sites in a TMA and allow for extrapolation of results within an applicable TMA. Additionally, trash assessment sites may also be targeted to specific streets and properties (these results are not extrapolated). Changes in the level of trash observed via on-land assessments, along with the associated trash generation rates are then used to calculate reductions in trash to-date. The results of the assessments conducted in FY13-14 are presented below. Additional information on the Strategy, the results of initial assessments, and the methods used to calculate % reduction can be found in the Program's FY 13-14 Annual report.								
Summary of Assessment Results To-date								
In Summer 2014, a total of 2 sites or 2,000 linear feet of streets and sidewalks in this TMA (i.e., 9% of streets/sidewalks with M, H or VH generation rates) were assessed using the on-land visual assessment protocol. Based on the results of these assessments, the area in this TMA where control measures other than full capture devices are implemented was determined to have 51% low, 49% moderate, 0% high and 0% very high levels of trash. The results to the right include not only the reduction observed via on-land assessments, but also via full capture devices (as applicable).								
Estimated % Trash Reduction in TMA due to New or Enhanced Post-MRP actions					0%			
Estimated % Trash Reduction Jurisdiction-wide due to New or Enhanced Post-MRP actions					0%			

C.10.d ► PART C – Estimated Overall Trash Load Reduction	
<p>Discussion of Trash Reduction Estimate:</p> <p>The preliminary trash load reduction estimates presented in this section provide the best available estimate of trash reduction from the City’s municipal separate stormwater sewer system (MS4). These estimates were developed consistent with the trash reduction framework developed in collaboration with Water Board staff in 2013-14, and the Pilot SMCWPPP Trash Assessment Strategy submitted to the Water Board in February 2014. All estimates are based on available information collected by the City, should be considered preliminary at this time, and are subject to revision by Permittees based on additional information on the effectiveness of trash controls, the magnitude and extent of trash control measure implementation, and/or the levels of trash discharged from the City’s MS4.</p> <p>Trash reduction estimates were based on initial data collection efforts that began in FY 13-14 and utilize the verified levels of baseline trash generation in the City. Reductions associated with jurisdictional-wide trash control measures, trash full capture devices, other TMA-specific control measures, and trash cleanup events in local creeks and shorelines are included. Reductions associated with jurisdictional-wide actions are based on a combination of data collection and observations applicable to the City. Reductions associated with trash full capture devices assume that trash generated in areas treated by effectively maintained devices reduce trash to a level of “no adverse impacts” to local water bodies. For control measures other than full capture devices, all reductions estimates are based on empirical observations of current trash levels (i.e., on-land visual assessments) and associated reductions in applicable trash management areas. Reductions associated with creek and shoreline cleanups are based on the amount of trash removed via these cleanups in FY 13-14, in comparison to baseline trash generation in the City.</p>	
Estimated % Trash Reduction due to Jurisdictional-wide Actions	13%
Estimated % Trash Reduction due to Trash Full Capture Devices (All TMAs)	36%
Estimated % Trash Reduction due to Other Control Measures (All TMAs)	0%
Subtotal for Above Actions	49%
Estimated % Trash Reduction due to Creek/Shoreline Cleanups (All TMAs)	N/A
Total Estimated % Trash Reduction in FY 13-14	49%

Section 11 - Provision C.11 Mercury Controls

C.11.a.i ► Mercury Recycling Efforts

List below or attach lists of efforts to promote, facilitate, and/or participate in collection and recycling of mercury containing devices and equipment at the consumer level (e.g., thermometers, thermostats, switches, bulbs).

The following services were offered in Menlo Park during the 2013-2014 reporting year that included collection and recycling of mercury containing devices:

Door to Door Collection of Household Hazardous Waste- This program provides residents, including apartments/multifamily dwellers, with a safe and convenient way to dispose of hazardous waste (e.g., paint, thinners, solvents, cleaning chemicals, fluorescent tubes, etc.) by calling the At Your Door Special Collection program through Recology of San Mateo County to schedule a free pick up. This service is offered free for over 7,856 residential customers in Menlo Park.

Household Hazardous Waste (HHW) Collection Events – The City hosted two (2) HHW Collection events at the City’s Corporation Yard on August 10th and February 14th. A total of 263 attendees participated in the collection event; 232 of which were Menlo Park residents. Materials collected from this event included: 8,475 pounds of flammable/poisons, 5,500 pounds of latex paint, 1,000 pounds of aerosols, 298 pounds of corrosives/caustics, 200 pounds of batteries, 196 pounds of base material, 189 pounds of acidic material, and 120 pounds of fluorescent lamps.

Please refer to SMCWPPP’s FY 2013/14 Annual Report for details regarding countywide efforts to promote and facilitate collection and recycling of mercury containing devices and equipment at the consumer level through San Mateo County Health Department’s Household Hazardous Waste (HHW) Program and Very Small Quantity Generator Business Collection (VSQG) Program.

C.11.a.ii ► Mercury Collection

Provide an estimate of the mass of mercury collected through these efforts, or provide a reference to a report containing this estimate.

Please refer to the FY 13-14 SMCWPPP Annual Report for an estimate of the mass of mercury collected through the San Mateo County Health Department’s Household Hazardous Waste (HHW) Program and Very Small Quantity Generator Business Collection (VSQG) Program

- C.11.b ▶ Monitor Methylmercury**
- C.11.c ▶ Pilot Projects to Investigate and Abate Mercury Sources in Drainages**
- C.11.d ▶ Pilot Projects to Evaluate and Enhance Municipal Sediment Removal and Management Practices**
- C.11.e ▶ Conduct Pilot Projects to Evaluate On-Site Stormwater Treatment via Retrofit**
- C.11.f ▶ Diversion of Dry Weather and First Flush Flows to POTWs**
- C.11.g ▶ Monitor Stormwater Mercury Pollutant Loads and Loads Reduced**
- C.11.h ▶ Fate and Transport Study of Mercury In Urban Runoff**
- C.11.i ▶ Development of a Risk Reduction Program Implemented Throughout the Region**
- C.11.j ▶ Develop Allocation Sharing Scheme with Caltrans**

State below if information is reported in a separate regional report. Municipalities that participate directly in regional activities to can provide descriptions below.

Summary

A summary of SMCWPPP and regional accomplishments for these sub-provisions are included within the C.11 Mercury Controls section of Program's FY 13-14 Annual Report and March 2014 Integrated Monitoring Report, Parts B and C.

Section 12 - Provision C.12 PCBs Controls

C.12.a.ii,iii ▶ Ongoing Training

(For FY 10-11 Annual Report and Each Annual Report Thereafter) List below or attach description of ongoing training development and inspections for PCB identification, including documentation and referral to appropriate regulatory agencies (e.g. county health departments, Department of Toxic Substances Control, California Department of Public Health, and the Water Board) as necessary.

Description:

San Mateo County Environmental Health and the City incorporate PCBs and PCBs-containing equipment into their existing industrial and commercial inspections. No PCBs or PCBs-containing equipment was identified during inspections this year. If they are found, City policy is to refer to County Environmental Health for follow up.

- C.12.b ▶ Conduct Pilot Projects to Evaluate Managing PCB-Containing Materials and Wastes during Building Demolition and Renovation Activities**
- C.12.c ▶ Pilot Projects to Investigate and Abate On-land Locations with Elevated PCB Concentrations**
- C.12.d ▶ Conduct Pilot Projects to Evaluate and Enhance Municipal Sediment Removal and Management Practices**
- C.12.e ▶ Conduct Pilot Projects to Evaluate On-Site Stormwater Treatment via Retrofit**
- C.12.f ▶ Diversion of Dry Weather and First Flush Flows to POTWs**
- C.12.g ▶ Monitor Stormwater PCB Pollutant Loads and Loads Reduced**
- C.12.h ▶ Fate and Transport Study of PCBs In Urban Runoff**
- C.12.i ▶ Development of a Risk Reduction Program Implemented Throughout the Region**

State below if information is reported in a separate regional report. Municipalities that participate directly in regional activities to can provide descriptions below.

Summary

A summary of SMCWPPP and regional accomplishments for these sub-provisions are included within the C.12 PCBs Controls section of Program's FY 13-14 Annual Report and March 2014 Integrated Monitoring Report, Parts B and C.

Section 13 - Provision C.13 Copper Controls

C.13.a.iii.(2) ► Training, Permitting and Enforcement Activities

(FY 11-12 Annual Report and each Annual Report thereafter) Provide summaries of activities implemented to manage waste generated from cleaning and treating of copper architectural features, including copper roofs, during construction and post-construction including. :

- Development of BMPs on how to manage the water during and post construction
- Requiring the use of appropriate BMPs when issuing building permits
- Educating installers and operators on appropriate BMPs
- Enforcement actions taken against noncompliance

The City participated in SMCWPPP efforts (e.g., municipal staff training during the previous year. Construction Site Inspection Workshop, and working with SMCWPPP efforts to develop a BMP fact sheet). SMCWPPP materials have been posted on the Menlo Park website and the Building Division includes review of architectural copper in their plan review. Building Inspectors ensure that BMPs are practiced during installation.

- Development of BMPs. The Countywide Program collaborated with BASMAA to develop BMPs to manage waste generated from cleaning and treating of copper architectural features, including copper roofs, during construction and post construction.
- The Countywide Program updated its Stormwater Requirements Checklist to include the architectural copper BMPs in the list of source controls measures that may apply to projects. The Engineering Division is working with the Building Division to incorporate the use of this checklist in its permitting procedures.
- The Countywide Program, in collaboration with the Santa Clara Valley Urban Runoff Pollution Prevention Program, prepared an educational flyer on the BMPs. The flyer on architectural copper is referenced on the City's website for applicants and contractors installing and/or maintaining architectural copper.
- Enforcement Actions against Noncompliance. During this year, there were no observed violations of copper BMPs. If there were, the City would follow its Enforcement Response Plan.

Supporting Documents:

[Flyer on Architectural Copper BMPs](#)

[April 11, 2013 Construction Site Inspection Workshop Attendance List](#)

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

Permittee Name: City of Menlo Park

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

Summary

The City and County inspectors identify potential users and sources of copper during their regular visits to commercial and industrial sites.

The City provides BMP fact sheets on architectural copper control to developers, owners and contractors whenever the issue comes up at its front building counter during initial project scoping. When relevant during Engineering plan review City staff also provides BMP fact sheets and educates about architectural copper BMPs. No projects using architectural copper were identified by the Engineering division during FY 2013-14. The Engineering Division will continue to work with the Building Division to address this source of pollutants.

Section 14 - Provision C.14 PBDE, Legacy Pesticides and Selenium Controls

Note: There are no reporting requirements in the FY 13-14 Annual Report for Section C.14.

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

C.15.b.iii.(1), C.15.b.iii.(2) ► Planned and Unplanned Discharges of Potable Water

Is your agency a water purveyor?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
If No , skip to C.15.b.vi.(2):				
If Yes , Complete the attached reporting tables or attach your own table with the same information. Provide any clarifying comments below.				
Comments: All planned and unplanned discharges are reported for 2013-2014.				

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

<p>Provide implementation summaries of the required BMPs to promote measures that minimize runoff and pollutant loading from excess irrigation. Generally the categories are:</p> <ul style="list-style-type: none"> • Promote conservation programs • Promote outreach for less toxic pest control and landscape management • Promote use of drought tolerant and native vegetation • Promote outreach messages to encourage appropriate watering/irrigation practices • Implement Illicit Discharge Enforcement Response Plan for ongoing, large volume landscape irrigation runoff.
<p>Summary:</p> <ul style="list-style-type: none"> • Promote conservation programs: The City of Menlo Park has a wide variety of education programs, policies and incentives to promote outdoor water conservation. The city continues to enforce a “no waste” water ordinance (Chapter 7.38 of the Menlo Park Municipal Code) that prohibits wasteful water runoff from properties. In addition, the city provides free monthly water budget analysis reports and irrigation audits for large landscapes to reduce water usage. • Promote outreach for less toxic pest control and landscape management: Refer to C.7. Public Information and Outreach and C.9. Pesticide Toxicity Control sections of this report for additional information on educational outreach and programs related to water conservation. • Promote use of drought tolerant and native vegetation: The City also enforces water efficient landscaping regulations through its Water-Efficient Landscaping Ordinance (Ordinance No. 968/Chapter 12.44 of the Menlo Park Municipal Code) that applies to all new and rehabilitated landscapes exceeding 2500 sq. feet and is applicable to projects such as building additions or modifications that require grading and drainage plan approval, all grading and drainage improvements, new construction projects subject to a building permit , subdivision improvements, etc. The ordinance requires new landscapes to have efficient irrigation systems, limited turf areas, and low water using vegetation. In FY 13-14, the City also continued to implement the Lawn Be Gone program where Menlo Park Municipal Water

Permittee Name: City of Menlo Park

District Customers get a rebate (\$2/sq. ft converted) for replacing their lawn with a water-efficient landscape. One of the main requirements of the program is that 80% of the converted landscape must consist of low-water using/drought-tolerant plants.

- Promote outreach messages to encourage appropriate watering/irrigation practices
To combat Governor Jerry Brown's State of Emergency call towards the drought the City of Menlo Park issued a voluntary 10% water use reduction. To enforce the prohibitions set under the City's Municipal Code on Water Rationing (Ordinance No. 821/Chapter 7.34.040) and Water Conservation (Ordinance No. 849/Chapter 7.38.030) the City released 4,500 bill inserts to water customers advising them to repair broken or leaky spray heads and reduce over spray. Door hangers with similar information were distributed by the City's Water Supervisor and Arborist to properties that were non-compliant.
- Implement Illicit Discharge Enforcement Response Plan for ongoing, large volume landscape irrigation runoff: **Police Code enforcement only received two or three reports of water wasting on small residential properties. The residents were given verbal warnings and corrected the problem within a reasonable amount of time.**

C.15.b.iii.(1) ► Planned Discharges of the Potable Water System										
Site/ Location	Discharge Type	Receiving Waterbody(ies)	Date of Discharge	Duration of Discharge (military time)	Estimated Volume (gallons)	Estimated Flow Rate (gallons/day)	Chlorine Residual (mg/L)	pH (standard units)	Discharge Turbidity ⁵⁷ (NTU)	Implemented BMPs & Corrective Actions
Rancho Trailer Park: End of Haven	Planned	Atherton	1/15/2014	10 min	4200	420 GPM	.08	7.3	.83	Dechlor Tablets in Tablet in Tablet Bag
3582 Haven Ave (Eldorado Forklift co.)	Planned	Atherton	1/8/2014	20 min	7000	350 GPM	.05	N/A	1.86	Dechlor Tablets in Tablet in Tablet Bag
3639 Haven Avenue (Sample as far back on property as possible)	Planned	Atherton	1/9/2014	15 min	6375	425 GPM	.05	N/A	1.35	Dechlor Tablets in Tablet in Tablet Bag
3565-3601 Haven Ave.	Planned	Atherton	1/15/2014	15 min	6750	450 GPM	.03	7.85	1.87	Dechlor Tablets in Tablet in Tablet Bag
Bayfront Park GRS- Restrooms	Planned	None	2/3/2014	15 min	300	25 GPM	0	7.2	1	Dechlor Tablets in Tablet in Tablet Bag
287 Bay Road (Right before Flood Park)	Planned	Atherton	2/4/2014	60 min	6000	100 GPM	N/A	7.6	3	Dechlor Tablets in Tablet in Tablet Bag
2 Iris Lane (@ Flood Park)	Planned	Atherton	2/5/2014	15 min	1500	100 GPM	N/A	7.6	3	Dechlor Tablets in Tablet in Tablet Bag

⁵⁷ Monitor the receiving water for turbidity if necessary and feasible. Include data in this column if available.

C.15.b.iii.(1) ► Planned Discharges of the Potable Water System										
Site/ Location	Discharge Type	Receiving Waterbody(ies)	Date of Discharge	Duration of Discharge (military time)	Estimated Volume (gallons)	Estimated Flow Rate (gallons/day)	Chlorine Residual (mg/L)	pH (standard units)	Discharge Turbidity ⁵⁷ (NTU)	Implemented BMPs & Corrective Actions
260 Van Buren (Very end-Shelter)	Planned	None	3/19/2014	25 min	1500	100 GPM	N/A	7.6	3	Dechlor Tablets in Tablet in Tablet Bag
1457,1460 Chilco St (South of RR)	Planned	Chrysler	5/8/2014	10 min	1500	150 GPM	N/A	N/A	1	Dechlor Tablets in Tablet in Tablet Bag
100 Terminal Ave (Community Center)	Planned	Chrysler	5/8/2014	10 min	1500	150 GPM	N/A	6.6	1	Dechlor Tablets in Tablet in Tablet Bag
54 Henderson Pl	Planned	None	3/6/2014	33 min	4950	150 GPM	0	6.6	2.5	Dechlor Tablets in Tablet in Tablet Bag
510,480 Santa Margarita Ave	Planned	None	3/19/2014	1 hr 26 min	4600	100 GPM	N/A	6.8	2.15	Dechlor Tablets in Tablet in Tablet Bag
15,19 Coleman Pl	Planned	None	4/11/2014	15 min	3000	200 GPM	N/A	7	3.32	Dechlor Tablets in Tablet in Tablet Bag
5,7 Trinity Ct	Planned	Atherton	1/16/2014	N/A	N/A	N/A	.1	7.85	.48	Dechlor Tablets in Tablet in Tablet Bag
7 Lassen Ct	Planned	Atherton	1/16/2014	30 min	600	20 GPM	.1	7.85	.9	Dechlor Tablets in Tablet in Tablet Bag
5 Whitney Ct	Planned	Atherton	1/16/2014	5 min	75	15 GPM	.1	7.85	1.93	Dechlor Tablets in Tablet in Tablet Bag

C.15.b.iii.(2) ► Unplanned Discharges of the Potable Water System ⁵⁸														
Site/ Location	Discharge Type	Receiving Waterbody(ies)	Date of Discharge	Discharge Duration (military time)	Estimated Volume (gallons)	Estimated Flow Rate (gallons/day)	Chlorine Residual (mg/L) ⁵⁹	pH (standard units) ⁵²	Discharge Turbidity (Visual) ⁵²	Implemented BMPs & Corrective Actions	Time of discharge discovery	Regulatory Agency Notification Time ⁶⁰	Inspector arrival time	Responding crew arrival time
1205 Chrysler Dr.	Unplanned	San Francisco Bay	7/2/2013	1 hr	1200	N/A	.04	7.0	slight	Dechlor tabs & straw boom	6:00 am	N/A	N/A	6:30 am
500 Willow Rd.	Unplanned	none	7/11/2013	30 min	500	N/A	.04	7.5	clear	Dechlor Tabs & straw boom	3:30 pm	N/A	N/A	3:40 pm
600 Willow Rd.	Unplanned	none	9/11/2013	30 min	10	N/A	.03	7.1	clear	Dechlor Tabs	8:00 am	N/A	N/A	8:10 am
160 Sandhill Circle	Unplanned	none	10/13/2013	2 hrs	2000	N/A	.04	7.0	clear	Dechlor Tabs & straw boom	10:00 pm	N/A	N/A	11:00 pm
1210 Sharon Park Dr.	Unplanned	none	10/13/2013	3 hrs	4000	N/A	.03	7.4	slight	Dechlor Tabs & straw boom	7:00 pm	N/A	N/A	8:00 pm
111 Laurel Ave	Unplanned	N/A	1/13/2014	3 hrs	3000	N/A	0	8.4	1	Dechlor Tabs & Repaired Leak	10:30 am	N/A	N/A	11 am
200 Hamilton	Unplanned	N/A	2/21/2014	2 hrs	1000	N/A	0	9.5	3	Dechlor Tabs & Repaired Curb Stop	10 am	N/A	N/A	10 am
1026 Cascade	Unplanned	N/A	3/3/2014	1 hr	100	N/A	N/A	N/A	N/A	Dechlor Tabs & Installed New Corp	10 am	N/A	N/A	11 am
1020 Sharon Park Dr.	Unplanned	N/A	3/27/2014	3 hr	100	N/A	N/A	N/A	N/A	Dechlor Tabs & Installed New Valve	7:30 am	N/A	N/A	8 am

⁵⁸ This table contains all of the unplanned discharges that occurred in this FY.

⁵⁹ Monitoring data is only required for 10% of the unplanned discharges. If you monitored more than 10% of your unplanned discharges, report all of the data collected.

⁶⁰ Notification to Water Board staff is required for unplanned discharges where the chlorine residual is >0.05 mg/L and total volume is ≥ 50,000 gallons. Notification to State Office of Emergency Services is required after becoming aware of aquatic impacts as a result of unplanned discharge or when the discharge might endanger or compromise public health and safety.

C.15.b.iii.(2) ► Unplanned Discharges of the Potable Water System ⁵⁸														
Site/ Location	Discharge Type	Receiving Waterbody(ies)	Date of Discharge	Discharge Duration (military time)	Estimated Volume (gallons)	Estimated Flow Rate (gallons/day)	Chlorine Residual (mg/L) ⁵⁹	pH (standard units) ⁵²	Discharge Turbidity (Visual) ^{52,}	Implemented BMPs & Corrective Actions	Time of discharge discovery	Regulatory Agency Notification Time ⁶⁰	Inspector arrival time	Responding crew arrival time
104 Constitution	Unplanned	N/A	6/4/2014	1 hr	100	N/A	N/A	N/A	N/A	Dechlor Tabs & Cut out coupling and installed repair band	7:30 am	N/A	N/A	7:30 am
317 Pope	Unplanned	N/A	7/9/2014	3 hr	4000	N/A	0	9.2	3	Dechlor Tabs & Installed new piece of ¾" pipe and reconnected to main	10 am	N/A	N/A	10:30 am
337 Pope	Unplanned	N/A	7/10/2014	1 hr	20	N/A	N/A	N/A	N/A	Dechlor Tabs & Installed new piece of ¾" pipe	10 am	N/A	N/A	10:30 am
211 Pope	Unplanned	N/A	7/15/2014	1 hr	20	N/A	N/A	N/A	N/A	Dechlor Tabs & Installed new piece of ¾" pipe	11 am	N/A	N/A	11 am
205 Pope	Unplanned	N/A	7/15/2014	1 hr	20	N/A	N/A	N/A	N/A	Dechlor Tabs & Installed new piece of ¾" pipe	12 pm	N/A	N/A	12 pm
1350 Willow Rd.	Unplanned	N/A	7/15/2014	2 hr	3000	N/A	0	8.9	1.5	Dechlor Tabs & Installed new meter gasket	5 pm	N/A	N/A	6:30 pm
121 Laurel Ave	Unplanned	N/A	7/24/2014	3 hr	5000	N/A	0	8.8	2.5	Dechlor Tabs & Installed 10' of pipe	12 pm	N/A	N/A	12 pm

Appendix Table of Contents

Section 3 – Provision C.3 New Development and Redevelopment

Attachment 3-1: C.2.f. Corporation Yard Inspection Form

Section 9 – Provision C.9 Pesticides Toxicity Controls

Attachment 9-1: C.9.d. Require Contractors to Implement IPM



Municipal Corporation Yard Inspection Form

Municipality: City of Menlo Park

Location of Corporation Yard Inspected: 333 Burgess Drive

Date and Time of Inspection: 9/11/13 1:20 PM

Name of Person and Position Conducting Inspection: David Mooney

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

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

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

X Vehicle and/or equipment washing occurs at the corporation yard, if not skip to next section

- Washing activities are located under a roof or in a building equipped with a municipal sewer connection
- Vehicle washing area is adequately sized for vehicles being washed and to minimize drag-out from washed vehicles so there is no flow to storm drain inlets
- All vehicle washing systems are maintained and cleaned out on a regular schedule
- Outdoor equipment washing occurs and the following BMPs are used:
 - Wash area is paved and surrounded by berms or graded to prevent washwater from flowing off and stormwater from adjoining areas from flowing onto the wash area
 - Wash area is sloped to collect washwater
 - Washwaters drain to a dead-end sump or an oil-water separator connected to sanitary sewer
- Describe any improvements needed: _____

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

X Vehicle and/or equipment maintenance occurs at corporation yard, if not skip to next section

- Vehicle and/or equipment maintenance are conducted indoors whenever feasible
- Drain and drip pans or open containers of fluids are not left lying around
- Vehicle and/or equipment maintenance and repair area is swept at least weekly

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

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

X Fuel dispensing occurs at the corporation yard, if not skip to the next section

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

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

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

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

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

X Street sweeping waste and materials removed during storm drain cleaning are stored on a concrete or asphalt pad in a contained area. Water including decanted water from collected wastes drains to sanitary sewer or is allowed to evaporate so it doesn't flow to storm drain inlets

X Hazardous wastes are stored in compliance with hazardous waste regulations

Describe any improvements needed: **Locate garbage and green waste under a roof or cover.**

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

X Material is stored outdoors at corporation yard, if not do not complete this section

X To the extent feasible materials that must be stored outside are stored in a roofed area that is bermed to prevent contact with stormwater

Stockpiles of raw materials that cannot be stored under a roof are kept covered when the material is not being used

X If stockpiles are so large that they cannot feasibly be stored under a roof or covered, erosion control BMPs are used at the perimeter of the stockpile and sediment controls BMPs at downstream storm drain inlet(s)

X Fluids are stored within secondary containment to prevent accidental release

X Caution and control are used when transferring liquids to minimize spills

Not able to determine during inspection

X Containers are kept out of pooled or standing water

Not able to determine during inspection

X Storage areas are inspected regularly to detect any leaks and spills

Describe any improvements needed: _____

Additional Comments: _____

The Bay-Friendly Landscaping & Gardening Coalition confirms that

Jose Tinajero

has met the requirements to become a

**Bay-Friendly Qualified Landscape
Maintenance Professional**

effective April 9, 2013.



Debi Tidd

Debi Tidd
Bay-Friendly Landscaping & Gardening Coalition

The Bay-Friendly Landscaping & Gardening Coalition confirms that

Lauren Galanes

has met the requirements to become a

**Bay-Friendly Qualified Landscape
Design Professional**

effective May 28, 2013.



Maureen Dec mbe
Bay-Friendly Landscaping & Gardening Coalition