



City of Foster City

ESTERO MUNICIPAL IMPROVEMENT DISTRICT

610 FOSTER CITY BOULEVARD
FOSTER CITY, CA 94404-2222

September 30, 2016

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 Foster City**
FY 2015/16 Annual Report

Dear Mr. Wolfe:

This letter and Annual Report with attachments is submitted by City of Foster City pursuant to Permit Provision C.17.a of the Municipal Regional Stormwater NPDES Permit (MRP), Order R2-2015-0049, NPDES Permit No CAS612008 issued by the San Francisco Bay Regional Water Quality Control Board. The Annual Report provides documentation of compliance activities conducted during FY 2015/16 and related accomplishments.

Please contact Norm Dorais at 650-286-3279 or Vivian Ma at 650-286-3277 regarding any questions or concerns.

Very truly yours,

Duly Authorized Representative
Jeff Moneda, P.E.
Director of Public Works/ City Engineer

**CITY OF FOSTER CITY
FY 2015/16 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:



9/27/16

Jeff Moneda, P.E.
Director of Public Works/City Engineer

Date

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Section 1 – Permittee Information

Background Information					
Permittee Name:	City of Foster City				
Population:	33,477				
NPDES Permit No.:	CAS612008				
Order Number:	R2-2015-0049				
Reporting Time Period (month/year):	July 2015 through June 2016				
Name of the Responsible Authority:	Jeff C. Moneda			Title:	City/District Engineer & Director of Public Works
Mailing Address:	610 Foster City Blvd.				
City:	Foster City	Zip Code:	94404	County:	San Mateo County
Telephone Number:	(650) 286-3270		Fax Number:	(650) 345-4626	
E-mail Address:	jmoneda@fostercity.org				
Name of the Designated Stormwater Management Program Contact (if different from above):	Norman Dorais			Title:	Public Works Maintenance Manager
Department:	Public Works				
Mailing Address:	100 Lincoln Center Dr.				
City:	Foster City	Zip Code:	94404	County:	San Mateo County
Telephone Number:	(650) 286-3279		Fax Number:	(650) 286-2579	
E-mail Address:	ndorais@fostercity.org				

Section 2 - Provision C.2 Reporting Municipal Operations

Program Highlights and Evaluation
 Highlight/summarize activities for reporting year:

Summary:
 Refer to the C.2 Municipal Operations section of the Program's FY 15-16 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: **City staff requires contractors to cover drain inlets with filter fabric during construction. Dust and debris control are maintained through both mechanical and manual methods. Concrete asphalt and slurry are required to be collected with wet/dry vacuum. Spoils and slurry are properly disposed preventing it from reaching the storm drain.**

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
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Y	Implementation of the BASMAA Mobile Surface Cleaner Program BMPs
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Comments: **As of August 4, 2014, due to the drought, this activity was limited. All surface cleaning must be approved by an appeals board set up to determine the need for this activity. Approvals are given only for health and safety reasons. Under limited use, surface cleaners may use reclaimed water, so long as all water is collected and disposed of in the wastewater system.**

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
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Y	Control of discharges from graffiti removal activities
----------	--

Y	Proper disposal for wastes generated from bridge and structure maintenance and graffiti removal activities
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Y	Implementation of the BASMAA Mobile Surface Cleaner Program BMPs for graffiti removal
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Y	Employee training on proper capture and disposal methods for wastes generated from bridge and structural maintenance and graffiti removal activities.
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Y	Contract specifications requiring proper capture and disposal methods for wastes generated from bridge and structural maintenance and graffiti removal activities.
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Comments: **If graffiti is discovered or reported to staff, graffiti is removed within 24 hours. Generally, if the graffiti is on signage, approved cleaners are used and properly disposed. If the graffiti is on or under bridge structures, the surface is repainted with standard paint. All workers are trained in proper safety and disposal of chemicals and/or paint. Contract specifications requiring proper testing and disposal methods for wastes generated from construction are included in bridge rehabilitation project.**

C.2.e. ► Rural Public Works Construction and Maintenance					
Does your municipality own/maintain rural ¹ roads:		<input type="checkbox"/>	Yes	<input checked="" 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.					
NA	Control of road-related erosion and sediment transport from road design, construction, maintenance, and repairs in rural areas				
NA	Identification and prioritization of rural road maintenance based on soil erosion potential, slope steepness, and stream habitat resources				
NA	No impact to creek functions including migratory fish passage during construction of roads and culverts				
NA	Inspection of rural roads for structural integrity and prevention of impact on water quality				
NA	Maintenance of rural roads adjacent to streams and riparian habitat to reduce erosion, replace damaging shotgun culverts and excessive erosion				
NA	Re-grading of unpaved rural roads to slope outward where consistent with road engineering safety standards, and installation of water bars as appropriate				
NA	Inclusion of measures to reduce erosion, provide fish passage, and maintain natural stream geomorphology when replacing culverts or design of new culverts or bridge crossings				
Comments including listing increased maintenance in priority areas: None					

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

C.2.f. ► Corporation Yard BMP Implementation

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

<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 type="checkbox"/>	NA Cover and/or berm outdoor storage areas containing waste pollutants

Comments:
All potential waste pollutant materials are stored indoor in the chemical storage room.
As a standard practice, Foster City staff performed the FY 15/16 and future years' formal inspections of the Corporation Yard in September prior to the start of the "wet season."

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
EMID Corporation Yard	09/23/2015	In Compliance	None

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

**C.3.a. ► New Development and Redevelopment Performance
Standard Implementation Summary Report**

(For FY 15-16 Annual Report only) Provide a brief summary of the methods of implementation of Provisions C.3.a.i.(1)-(8).

Summary:

- (1) Municipality's legal authority to implement C.3: The City of Foster City has authority to enforce municipal stormwater control requirements under Chapter 8.04 of its municipal code: Regulation of Stormwater Discharge - FCMC Chapter 8.04 – Waste Material adopted by Ordinance # 418, 1995. *See Attachment 1 for the entire Chapter 8.04. †
- (2) Municipality's development review and permitting procedures, including use of conditions of approval or other enforceable mechanisms: Foster City has a "Gate Keeper" ordinance providing for City Council preliminary review of development projects. See Attachment 2 – Ordinance 587. The purpose of preliminary review would be to allow the City Council – the ultimate decision maker on land use policy – to weigh in and provide direction early in the submittal and review process before applicants invest time and money developing detailed plans and preparing environmental review documentation as required by the California Environmental Quality Act (CEQA). As a subsequent part of the review process, Foster City uses a list of Conditions of Approval (COA) and provides specific guidance materials as produced by the SMCWPPP to ensure that the stormwater requirements are met. See Attachment 3 for the COA's and additional guidance materials pertaining to stormwater requirements.
- (3) How water quality effects and mitigation measures are addressed in environmental reviews (e.g., CEQA): See above.
- (4) C.3 training for appropriate departments (Program will report on training at the countywide level): Two (2) City staff attended the SMCWPPP Annual C3 Stormwater Workshop on June 14, 2016. Nine (9) City staff attended a training on Foster City New Drainage Standards and C3 & C6 Requirements on November 2, 2015.
- (5) Outreach/education efforts to staff, developers, contractors, construction site operators and owner/builders: Hand-outs are available. Staff members answer questions at the counter and will cite the appropriate conditions prior to application.
- (6) How your municipality encourages site design measures at unregulated projects subject to Planning/Building Department review: As a general practice, the City encourages all projects to treat storm water onsite prior to entering the storm drain.
- (7) How your municipality encourages source control measures at unregulated projects subject to Planning/Building Department review: As a general practice, the City encourages the use of source control measures for all projects to reduce pollutant sources.
- (8) General Plan revisions (if needed) to integrate water quality/watershed protection with water supply, flood protection, habitat protection, groundwater recharge, and other sustainable development principles and policies. Include dates of General Plan revisions: The City adopted the Land Use and Circulation Element of the General Plan on February 1, 2016, which has new goals/policies/implementation program related to "Sustainability and Smart Growth." See Attachment 4.

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

See Table C.3.b.iv.(2) below.

C.3.c.ii ► Design Specifications for Pervious Pavement Systems

(For FY 2015-16 Annual Report only). Submit design specifications for pervious pavement systems that have been developed and adopted on a regional or countywide basis. If design specifications have been adopted and are contained in a Countywide stormwater handbook, include a reference to the handbook.

Summary: **The City of Foster City will be following the design specifications included in the SMCWPPP C.3 Stormwater Technical Guidance dated June 2016, which was released in August 2016.**

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

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

C.3.e.v ► Special Projects Reporting

1. In FY 2015-16, has your agency received, but not yet granted final discretionary approval of, a development permit application for a project that has been identified as a potential Special Project based on criteria listed in MRP Provision C.3.e.ii(2) for any of the three categories of Special Projects (Categories A, B or C)?	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No
2. In FY 2015-16, has your agency granted final discretionary approval to a Special Project? If yes, include the project in both the C.3.b.iv.(2) Table, and the C.3.e.v. Table.	<input type="checkbox"/>	Yes	<input checked="" type="checkbox"/>	No

Foster City has no special projects to report.

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

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

See attached Table **C.3.h.v.(2)** for list of newly installed Stormwater Treatment Systems/HM Controls.

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

Option 1 – Reporting Site Inspections	Number/Percentage
Total number of Regulated Projects (including offsite projects, and Regional Projects) in your agency's database or tabular format at the end of the previous fiscal year (FY14-15)	4
Total number of Regulated Projects (including offsite projects, and Regional Projects) in your agency's database or tabular format at the end of the reporting period (FY 15-16)	6
Total number of Regulated Projects (including offsite projects, and Regional Projects) for which O&M verification inspections were conducted during the reporting period (FY 15-16)	6
Percentage of the total number of Regulated Projects (including offsite projects, and Regional Projects) inspected during the reporting period (FY 15-16)	100%²
Option 2 – Reporting Stormwater Treatment System Inspections (Note: This option is available during FY 15-16 only)	
Total number of stormwater treatment and HM systems in your agency's database or tabular format at the end of the previous fiscal year (FY 14-15)	N/A
Total number of stormwater treatment systems in your agency's database or tabular format at the end of the reporting period (FY 15-16)	N/A
Total number of stormwater treatment and HM systems inspected in the reporting period (FY 15-16)	N/A

² Based on the number of Regulated Projects in the database or tabular format at the end of the previous fiscal year (FY 14-15), per MRP Provision C.3.h.ii.(6)(b).

Percentage of stormwater treatment and HM systems inspected in the reporting period (FY 15-16)	N/A ³
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C.3.h.v.(3)(d)-(e) ► Installed Stormwater Treatment Systems Operation and Maintenance Verification Inspection Program Reporting

Provide a discussion of the inspection findings for the year and any common problems encountered with various types of treatment systems and/or HM controls. This discussion should include a general comparison to the inspection findings from the previous year.
<p>Summary: The bioretention facilities appear to be functioning as designed. Based on observation of performance following each of the several heavy storm events of the 2015/16 rainy season, each of the facilities adequately collected the rainwater falling on the surrounding areas and allowed the stormwater into the ground without reaching the stormwater overflow. The native and drought tolerant vegetation planted in the bioretention facilities are continuing to grow well and appear to be establishing a strong root system.</p>
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).
<p>Summary: The current program is working well due to the low number of installations. For FY 15/16, all installations were inspected</p>

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.
<p>Summary: BASMAA prepared standard specifications in four fact sheets regarding the site design measures listed in Provision C.3.i, as a resource for Permittees. We have modified local ordinances/policies/procedures and forms/checklists to require all applicable projects approved after December 1, 2012 to implement at least one of the site design measures listed in Provision C.3.i.</p>

³ Based on the number of stormwater treatment and HM systems database or tabular format at the end of the previous fiscal year (FY 14-15), per MRP Provision C.3.h.ii.(6)(b).

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

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

Summary:
Public Works staff attended the Annual C.3 Stormwater Workshop, which covered LID and GI topics on June 14, 2016. Community Development staff also participated in the SMCWPPP GI Technical Advisory Committee meetings on April 12, 2016 and June 22, 2016. Please refer to the SMCWPPP FY 15-16 Annual Report for a summary of outreach efforts implemented by the Program.

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

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

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

Background Information:
Describe how this provision is being implemented by your agency, including the process used by your agency to identify projects with potential for green infrastructure, if applicable.
On an annual basis, all City Capital Improvement Program projects are reviewed to determine if GI elements can be incorporated.

Summary of Planning or Implementation Status of Identified Projects:
See attached Tables C.3.j.ii.(2)-A and C.3.j.ii.(2)-B. Upon evaluation of the City’s current CIP projects, it was determined that none of the projects is identified to have GI potential at this time. Majority of the City CIP projects are identified as “no potential” (non-stormwater utility projects), while the remaining projects are identified as either “too late to change” (design completed) or “maintenance.”

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

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

Please refer to the SMCWPPP FY 15-16 Annual Report for a summary of efforts conducted to help regional, State, and federal agencies plan, design and fund incorporation of green infrastructure measures into local infrastructure projects, including transportation projects.

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

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

Please refer to the SMCWPPP FY 15-16 Annual Report for a summary of methods being developed to track and report implementation of green infrastructure measures.

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

Project Name Project No.	Project Location 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											
BioMed/Illumina	200 Lincoln Center Drive	Bio-Med Realty	NA	Office Campus	Foster City Lagoon	20.13	18.89	111,725	350,805	769,370	516,909
Foster City Hotel Inc. Retail & Restaurant	1297 Chess Drive	Solomon Tsai	NA	Retail & Restaurant	Foster City Lagoon	1.52	1.52	4,398	49,809	53,160	54,207
Public Projects											
None	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
Comments: None											

¹⁰Include cross streets

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

¹²Project 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.

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

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

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

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

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

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

Project Name Project No.	Application Deemed Complete Date 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										
BioMed/Illumina	Sept. 2015	Oct. 1, 2015	<ul style="list-style-type: none"> • “No Dumping! Flows to Lagoon” @ inlets • Roofed, pave & berm wash area, plumb to the sanitary sewer, and sign as a designated wash area • Car wash facilities shall discharge to the sanitary sewer 	<ul style="list-style-type: none"> • Direct roof runoff onto vegetated areas • Direct runoff from sidewalks, walkways, patios, driveways, and uncovered parking lots onto vegetated areas • Construct sidewalks, walkways, and/or patios with pervious or permeable surfaces • Construct bike lanes, driveways, and/or uncovered parking lots with pervious surfaces 	Bioretention area	O&M agreement with private landowner	Combination flow and volume-based approach 3	None	None	Project is not in a HM controlled area.

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

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

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

²¹List 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.

²²List 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.).

²³List 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.

²⁴See 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).

²⁵For 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.

²⁶For 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.

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

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

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

C.3.b.iv.(2) ► Regulated Projects Reporting Table (part 2) – Projects Approved During the Fiscal Year Reporting Period (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}
				<ul style="list-style-type: none"> • Limit disturbance of natural water bodies & drainage system; minimize compaction of highly permeable soils; protect slopes & channels; minimize impacts from storm-water & urban runoff on the biological integrity of natural drainage systems & water bodies • Conserve natural areas • Minimize impervious surfaces • Self-treating area • Self-retaining area 						
Foster City Hotel Inc. Retail & Restaurant	03/10/15	07/30/15	<ul style="list-style-type: none"> • “No Dumping! Flows to Lagoon” @ inlets • Retain existing vegetation as practicable • Select diverse landscaping species appropriate to the site • Minimize use of pesticides & quick-release fertilizer 	<ul style="list-style-type: none"> • Direct roof runoff onto vegetated areas • Direct runoff from sidewalks, walkways, patios, driveways, and uncovered parking lots onto vegetated areas • Maximize permeability by clustering development and preserving open space • Self-treating area 	Bioretention area	O&M agreement with private landowner	2.c	None	None	Project is not in a HM controlled area.

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

Project Name Project No.	Application Deemed Complete Date 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}
			<ul style="list-style-type: none"> • Use efficient irrigation system; design to minimize runoff • Provide sink or other area for food service equipment cleaning • Provide a roofed & enclosed area for dumpsters, recycling containers, etc. • Connect any drains in or beneath dumpsters, compactors, & tallow bin areas serving food service facilities to the sanitary sewer 							

C.3.b.iv.(2) ► 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										
None	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
Comments: None										

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

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

³²List 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.

³³List 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.).

³⁴List 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.

³⁵See 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).

³⁶For 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.

³⁷For 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.

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

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

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

C.3.h.v.(2). ► Table of Newly Installed⁴¹ Stormwater Treatment Systems and Hydromodification Management (HM) Controls (Optional)

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

Name of Facility	Address of Facility	Party Responsible ⁴² For Maintenance	Type of Treatment/HM Control(s)
Gilead – New Building & Parking Garage	355 Lakeside Dr.	Gilead Sciences	Bio-retention
Triton Pointe	558 Pilgrim Dr.; 551 Foster City Blvd.; 1125 E. Hillsdale Blvd.	Thompson/Dorfman	Bio-retention; Flow-through planter; Filter Vault Units

⁴¹ “Newly Installed” includes those facilities for which the final installation inspection was performed during this reporting year.

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

C.3.e.v. Special Projects Reporting Table												
Reporting Period – July 1 2015 - June 30, 2016												
Project Name & No.	Permittee	Address	Application Submittal Date ³⁷	Status ³⁸	Description ³⁹	Site Total Acreage	Gross Density DU/Acre	Density FAR	Special Project Category ⁴⁰	LID Treatment Reduction Credit Available ⁴¹	List of LID Stormwater Treatment Systems ⁴²	List of Non-LID Stormwater Treatment Systems ⁴³
None	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA

Special Projects Narrative
 NA

³⁷ Date that a planning application for the Special Project was submitted.

³⁸ Indicate whether final discretionary approval is still pending or has been granted, and provide the date or version of the project plans upon which reporting is based.

³⁹ Type of project (commercial, mixed-use, residential), number of floors, number of units, type of parking, and other relevant information.

⁴⁰ For each applicable Special Project Category, list the specific criteria applied to determine applicability. For each non-applicable Special Project Category, indicate n/a.

⁴¹ For each applicable Special Project Category, state the maximum total LID Treatment Reduction Credit available. For Category C Special Projects also list the individual Location, Density, and Minimized Surface Parking Credits available.

⁴²: List all LID stormwater treatment systems proposed. For each type, indicate the percentage of the total amount of runoff identified in Provision C.3.d. for the Special Project's drainage area.

⁴³ List all non-LID stormwater treatment systems proposed. For each type of non-LID treatment system, indicate: (1) the percentage of the total amount of runoff identified in Provision C.3.d. for the Special Project's drainage area, and (2) whether the treatment system either meets minimum design criteria published by a government agency or received certification issued by a government agency, and reference the applicable criteria or certification.

C.3.j.ii.(2) ► Table A - Public Projects Reviewed for Green Infrastructure				
Project Name and Location ⁴⁴	Project Description	Status ⁴⁵	GI Included? ⁴⁶	Description of GI Measures Considered and/or Proposed or Why GI is Impracticable to Implement ⁴⁷
None	NA	NA	NA	A review of the City CIP projects indicated that majority of the projects are identified as “no potential” (non-stormwater utility projects), while the remaining projects are identified as either “too late to change” (design completed) or “maintenance.”

C.3.j.ii.(2) ► Table B - Planned Green Infrastructure Projects			
Project Name and Location ⁴⁸	Project Description	Planning or Implementation Status	Green Infrastructure Measures Included
None	NA	NA	NA

⁴⁴ List each public project that is going through your agency’s process for identifying projects with green infrastructure potential.

⁴⁵ Indicate status of project, such as: beginning design, under design (or X% design), projected completion date, completed final design date, etc.

⁴⁶ Enter “Yes” if project will include GI measures, “No” if GI measures are impracticable to implement, or “TBD” if this has not yet been determined.

⁴⁷ Provide a summary of how each public infrastructure project with green infrastructure potential will include green infrastructure measures to the maximum extent practicable during the permit term. If review of the project indicates that implementation of green infrastructure measures is not practicable, provide the reasons why green infrastructure measures are impracticable to implement.

⁴⁸ List each planned (and expected to be funded) public and private green infrastructure project that is not also a Regulated Project as defined in Provision C.3.b.ii. Note that funding for green infrastructure components may be anticipated but is not guaranteed to be available or sufficient.

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

Program Highlights and Evaluation

Highlight/summarize activities for reporting year:

Summary:

In order to support Foster City and other cities, San Mateo County Environmental Health (CEH) has staff participating or attending the annual Commercial/Industrial Stormwater Inspector Workshop. In addition, two (2) Foster City staff also attended the Industrial Commercial Inspector Stormwater Training on June 1, 2016 at the City of San Mateo.

Per agreement with San Mateo County, Foster City coordinates with CEH staff to inspect and maintain the database of facilities. CEH has inspected all necessary facilities during the FY 15/16.

Foster City was audited by the Regional Water Board in FY 15/16. Information requested by the Board was submitted in June 2016. No further documents were requested by the Board.

Business and Enforcement Response Plans were updated in June 2016.

Refer to the C.4. Industrial and Commercial Site Controls section of the SMCWPPP FY 15-16 Annual Report for a description of activities of SMCWPPP.

C.4.b.iii ► Potential Facilities List

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

Attachment 5 (FY 15-16 Active Facilities)

C.4.d.iii.(1)(a) ► Facility Inspections		
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	61	
Total number of inspections conducted	62	
Number of violations (excluding verbal warnings)	1	
Sites inspected in violation	1	
Violations resolved within 10 working days or otherwise deemed resolved in a longer but still timely manner	0	
Comments: County Environmental Health (CEH): Food and Haz Mat program inspectors conduct routine Stormwater inspections at inventoried sites based on High, Medium, and Low priorities. If a violation or discharge is observed, a description of the violation is noted on the Inspection Report form, including comments and/or requirements that the facility must complete to clear the violation. If the violation is not cleared at the time of the inspection, a copy of the Inspection Report form is given to a stormwater technician for follow up. The one violation that was not resolved within 10 working days was resolved within 15 working days. CEH transitioned during the FY from paper inspection forms to an electronic reporting system. This is the first Annual Report completed with the new system. CEH is continuing to work with the database contractor to refine reporting tools.		

C.4.d.iii.(1)(b) ► 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)	0
Potential discharge and other	1
Comments: One (1) potential discharge violation was identified this year. Should an actual occur, it would be counted as one discharge per inspection per site.	

C.4.d.iii.(1)(b) ▶ Frequency and Type of Enforcement Conducted

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

	Enforcement Action (as listed in ERP) ⁴⁹	Number of Enforcement Actions Taken	% of Enforcement Actions Taken ⁵⁰
Level 1	Verbal Warning	0	0%
Level 2	Written Warning/Notice of Violation	1	100%
Level 3	Notice to Comply	0	0%
Level 4	Legal Action	0	0%
Total		1	100%

C.4.d.iii.(1)(c) ▶ Types of Violations Noted by Business Category

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

Business Category ⁵¹	Number of Actual Discharge Violations	Number of Potential/Other Discharge Violations
Hazmat	0	0
Food Facilities	0	0
Other – Hotel	0	1

C.4.d.iii.(1)(d) ▶ 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 this fiscal year.

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

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

⁵¹List your Program's standard business categories.

C.4.e.iii ► Staff Training Summary						
Training Name	Training Dates	Topics Covered	No. of Industrial/ Commercial Site Inspectors in Attendance	Percent of Industrial/ Commercial Site Inspectors in Attendance	No. of IDDE Inspectors in Attendance	Percent of IDDE Inspectors in Attendance
Comercial/ Industrial Stormwater Inspection Workshop	06/01/2016	(i) Reissued MRP; (ii) Facilities CEH Inspects and Common BMPS; (iii) Illicit Discharge Inspection Basics; (iv) Group Exercise: Discussing Inspection Scenarios	1	100%	1	100%
Comments: Two (2) Foster City staff attended the SMCWPPP CII Training Workshop on June 1, 2016 held at the City of San Mateo.						

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

Program Highlights and Evaluation
 Highlight/summarize activities for reporting year:

Provide background information, highlights, trends, etc.

Summary:
 Foster City receives support from the two inspectors in the City of San Mateo. As a joint owner of the Wastewater Treatment plant, Foster City jointly pays for the San Mateo provided inspectors

Foster City’s Enforcement Response Plan was created on March 31, 2010 and was revised on June 7, 2016.

Refer to the C.5 Illicit Discharge Detection and Elimination section of the SMCWPPP FY 15-16 Annual Report for description of activities at the countywide or regional level.

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

List below or attach your complaint and spill response phone number

Contact	Description	Phone Number
Complaint – Regular Business Hours	Public Works Department	650-286-8140
Emergency – After Hours, Holidays & Weekends	Police Dispatch	650-286-3345

Provide your complaint and spill response web address, if used

<http://www.fostercity.org/ourcommunity/Foster-City-Access.cfm>
<http://www.fostercity.org/publicworks/index.cfm>

Is a screen shot of your website showing the central contact point attached (Attachment 6)?

<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
-------------------------------------	-----	--------------------------	----

If No, explain:

Permittee Name: City of Foster City

Provide a discussion of how the central contact point (complaint and spill response phone number and, if used, web address) is being publicized to your staff and the public.

The City of Foster City has launched a new online and mobile application in 2016 called Foster City Access. This app allows the public to report non-emergency issues from a smartphone, tablet or desktop computer. The issue will then be assigned to the appropriate staff to follow-up. The City tracks these issues and provides updates as they are acknowledged and resolved.

Alternatively, the public can also call the Public Works Department during regular business hours at (650) 286-8140 to report illicit discharge as shown on the City’s Public Works homepage, or call the Police Dispatch during after hours, holidays, and weekends at (650) 286-3345.

C.5.d.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.d.iii.(1))	8	
Discharges reaching storm drains and/or receiving waters (C.5.d.iii.(2))	0	0%
Discharges resolved in a timely manner (C.5.d.iii.(3))	8	100%

Comments:
 The complaints received were generally related to plant material accumulation in the “corner” areas of the lagoon. Any trash is removed, however, the organic material is not removed from the lagoon unless it causes a navigation hazard.

C.5.f.iii ► MS4 Map Availability

Discuss how you make your MS4 map available to the public and how you publicize the availability of the MS4 map.

Foster City is providing a link to the Oakland Museum Creek Mapping Project website on our City website.

Section 6 – Provision C.6 Construction Site Controls

C.6.e.iii.(1) ► Hillside Development Criteria		
What criteria is your agency using to determine hillside development areas?	<input type="checkbox"/>	Local criteria such as maps of hillside development areas or other written criteria
	<input checked="" type="checkbox"/>	The permit definition of projects on sites with ≥ 15% slope
Attach a copy of hillside development area maps or provide your written criteria below, if applicable.		
Description: There are no hillside developments in Foster City.		

C.6.e.iii.2.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)
0	8	56
Comments: 1297 Chess Drive – Restaurant – 8 inspections 1299 Chess Drive – Hotel – 8 inspections Foster Square – 7 inspections 309 Velocity Way – Building, Parking Garage & Annex – 7 inspections 355 Lakeside & Parking Garage – 1 inspection Lincoln Center Drive (BioMed) – 7 inspections Triton Pointe – 9 inspections Waverly – 9 inspections		

C.6.e.iii.2.d ► Construction Activities Storm Water Violations		
BMP Category	Number of Violations⁵² excluding Verbal Warnings	% of Total Violations⁵³
Erosion Control	0	0
Run-on and Run-off Control	0	0
Sediment Control	0	0
Active Treatment Systems	0	0
Good Site Management	0	0
Non Stormwater Management	0	0
Total⁵⁴	0	0%

⁵²Count 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.

⁵³Percentage calculated as number of violations in each category divided by total number of violations in all six categories.

⁵⁴The 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.2.e ► Construction Related Storm Water Enforcement Actions

	Enforcement Action (as listed in ERP) ⁵⁵	Number Enforcement Actions Issued	% Enforcement Actions Issued ⁵⁶
Level 1 ⁵⁷	Verbal or Written Warning	5	100%
Level 2	Notice of Violation/Abatement Notice	0	0%
Level 3	Administrative Citation/Stop Work Order	0	0%
Level 4	Legal Action/Hearing to Revoke Permit	0	0%
Total		5	100%

C.6.e.iii.2.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

⁵⁵Agencies should list the specific enforcement actions as defined in their ERPs.

⁵⁶Percentage calculated as number of each type of enforcement action divided by the total number of enforcement actions.

⁵⁷For example, Enforcement Level 1 may be Verbal Warning.

C.6.e.iii.2.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)	0	0% ⁵⁸
Violations (excluding verbal warnings) not fully corrected within 30 days after violations are discovered (C.6.e.iii.1.i)	0	0% ⁵⁹
Total number of violations (excluding verbal warnings) for the reporting year ⁶⁰	0	0%
Comments: None.		

C.6.e.iii.(4) ► Evaluation of Inspection Data
Describe your evaluation of the tracking data and data summaries and provide information on the evaluation results (e.g., data trends, typical BMP performance issues, comparisons to previous years, etc.).
Description: For all sites, there were a total of five (5) verbal warnings given for Sediment Control Measures, Good Site Management, and Run-on & Runoff Control that needed to be addressed/corrected. No other violations/enforcement required. Contractors have been made very familiar with the requirements since they have been working in the City.

C.6.e.iii.(4) ► Evaluation of Inspection Program Effectiveness
Describe what appear to be your program’s strengths and weaknesses, and identify needed improvements, including education and outreach.
Description: Participated in the New Development Subcommittee. Established a procedure to provide to permit applicants the updated BMP plan sheet information piece. The City provided training opportunities to inspectors. Based on the results of the inspections, it appears that working with the Contractors early in the process has helped to decrease violations. In FY 2016-2017, staff will be conducting inspections with the new form updated on July 1, 2016.

⁵⁸Calculated 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.
⁵⁹Calculated 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.
⁶⁰The 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.

C.6.f ▶ Staff Training Summary				
Training Name	Training Dates	Topics Covered	No. of Inspectors in Attendance	
CalBIG Construction Site Stormwater Compliance	10/14/2015	Stormwater Requirements for Construction Sites	3	
Foster City New Drainage Standards and C.3 & C.6 Requirements	11/2/2015	(i) New Drainage Standards; (ii) Submittal Requirements; (iii) Design Calculations; (iv) Design Criteria; (v) Revised Standard Details; (vi) MRP Requirements/Overview; (vii) C3/C6 Submittal Requirements; (viii) C3/C6 Plan Check; (ix) Installation Inspections; (x) Operation and Maintenance	9	
QSD Training Course Workshop	11/18/2015	(i) New Construction Permit Requirements for the State and Regional Water Boards Exam; (ii) Stormwater BMP's During Construction	1	
Construction Site Inspection Workshop	5/3/2016	(i) Water Board Perspective: Construction General Permit; (ii) Reissued MRP: How Same and How Different; (iii) Caltrans' Experience with Compost BMPs;	1	

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

C.7.b.i.1 ► Outreach Campaign

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

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

C.7.c. Stormwater Pollution Prevention Education

Local stormwater phone number(s)	650-286-3270
Local/Regional stormwater website(s)	<p>Local website: http://www.fostercity.org/publicworks/StreetsandStormDrains/index.cfm</p> <p>Regional website: http://flowstobay.org/</p>

In addition to the local website provided above, Foster City has launched a new online and mobile application in 2016 called Foster City Access. This app allows the public to report non-emergency issues from a smartphone, tablet or desktop computer. If the reported issue is related to stormwater, it will then be assigned to the appropriate City staff to follow-up. The City tracks these issues and provides updates as they are acknowledged and resolved.

See The C.7 Public Information and Outreach section of SMCWPPP 15-16 Annual Report.

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

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

Event Details	Description (messages, audience)	Evaluation of Effectiveness
<p>cityFEST (formerly known as “Foster City Art and Wine Festival”), a local event. The event was held at Leo J. Ryan Park, Foster City, June 3-5, 2016</p>	<p>The cityFEST is a community event with entertainment, rides and vendor booths. Comprehensive literature is available to attendees such as: – Too Toxic to Trash guides, Kids materials, IPM Pest information, proper oil disposal, and car washing BMP’s and water way conservancy. Car wash discount cards and reusable shopping bags were also given away.</p>	<p>The event attendance was estimated to be over 30,000 with numerous visitors to the booth. As in past years, most of the questions were drought related. There was some interest in the too toxic guides. The audience was varied as there were lots of games for kids nearby as well as the wine section. There were also a lot of pest questions because it is summertime and many liked the fact sheet booklet. Residents seemed excited about the P2 information.</p>
<p>Refer to the C.7 Section of SMCWPPP’s FY 15-16 Annual Report for a description of Coastal Cleanup Day, September 19, 2015</p>	<p>While there were no Coastal Cleanup locations within Foster City, any volunteers were referred to the nearby events in San Mateo or Redwood City. Based on the inspection of the Bayshore frontage along the City of Foster City from the City Limit with City of San Mateo to the San Mateo-Hayward Bridge did not reveal any trash needing removal.</p>	<p>See SMCWPPP’s FY 15-16 Annual Report for participation numbers of countywide residents and program effectiveness.</p>
<p>E-Waste Recycling Event. The event was held at City Hall, Foster City, May 9, 2015</p>	<p>E-waste event hosted by City of Foster City, with disposal provided by Recology. As stated in the FY 14-15 report, the figures for the e-waste collected during this event was not available at the time, so the figures are reported this year.</p>	<ul style="list-style-type: none"> -CRT’s: 12 units weighing 748 lbs. -Flat Screens: 16 units weighing 243 lbs. -CPU’s: 550 lbs. -Laptops: 139 lbs. -Misc. e-waste: 2,788 lbs. -Fluorescent Tubes: 270 total feet of tubes (10-3 ft. tubes, 60-4 ft. tubes) -Light Bulbs (CFL’s): 238 units -Batteries: 107 lbs.
<p>E-Waste Recycling Event. The event was held at City Hall, Foster City, September</p>	<p>E-waste event hosted by City of Foster</p>	<ul style="list-style-type: none"> -CRT’s: 15 units weighing 505 lbs. -Flat Screens: 21 units weighing 258 lbs.

12, 2015	City, with disposal provided by Recology	-CPU's: 582 lbs. -Laptops: 181 lbs. -Misc. e-waste: 2,750 lbs. -Fluorescent Tubes: 112 ft. of tubes -Light Bulbs (CFL's and incandescent bulbs): 105 units -Batteries: 52 lbs
E-Waste Recycling Event. The event was held at City Hall, Foster City, May 7, 2016 *Recology did not provide the City with the e-waste event figures for Spring 2015. For an estimate, included are the figures for Fall 2014. The Spring 2015 will be reported in the next annual report	E-waste event hosted by City of Foster City, with disposal provided by Recology	-CRT's: 20 units weighing 929 lbs. -Flat Screens: 13 units weighing 477 lbs. -CPU's: 628 lbs. -Laptops: 122 lbs. -Misc. e-waste: 3,277 lbs. -Fluorescent Tubes: 288 ft. of tubes (72-4ft. tubes) -Light Bulbs (CFL's and incandescent bulbs): 115 units -Batteries: 90 lbs

C.7.e. ► Watershed Stewardship Collaborative Efforts

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

Evaluate effectiveness by describing the following:

- Efforts undertaken
- Major accomplishments

Summary:
 See the C.7 Watershed Stewardship Collaborative Efforts section of SMCWPPP FY 15-16 Annual Report for a summary of activities.

C.7.f. ► School-Age Children Outreach

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

See the C.7 School-Age Children Outreach section of SMCWPPP FY 15-16 Annual Report for a summary of activities.

Program Details	Focus & Short Description	Number of Students/Teachers Reached	Evaluation of Effectiveness
Earthcapades – Elementary School – K-6th	School assemblies that teach water science and conservation to students, including local water source and watershed education and specific information pertaining to the EMID service area.	Audubon Elem. 1st–4th (500 students) Foster City Elem. K, 1st, 5th (485 students) Brewer Island Elem. K-5th (693 students) Ronald C. Wornick Jewish Day School – 2nd – 6th Grade (113 students)	End of program evaluation surveys with teachers providing feedback to the program.
Refer to Countywide Program	Refer to Countywide Program	Refer to Countywide Program	Refer to Countywide Program

Section 9 – Provision C.9 Pesticides Toxicity Controls

C.9.a. ► Implement IPM Policy or Ordinance								
Is your municipality implementing its IPM Policy/Ordinance and Standard Operating Procedures?					<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
If no, explain:								
Report implementation of IPM BMPs by showing trends in quantities and types of pesticides used, and suggest reasons for increases in use of pesticides that threaten water quality, specifically organophosphates, pyrethroids, carbaryl, and fipronil. A separate report can be attached as evidence of your implementation.								
Trends in Quantities and Types of Pesticides Used⁶¹								
Pesticide Category and Specific Pesticide Used	Amount ⁶²							
	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	FY 20-21		
Organophosphates	0							
Product or Pesticide Type A	NA							
Product or Pesticide Type B	NA							
Pyrethroids	0							
Product or Pesticide Type X	NA							
Product or Pesticide Type Y	NA							
Carbamates	0							
Product or Pesticide Type X	NA							
Product or Pesticide Type Y	NA							
Fipronil	0							
Product or Pesticide Type X	NA							
Product or Pesticide Type Y	NA							
Indoxacarb	Reporting not required							

⁶¹Includes all municipal structural and landscape pesticide usage by employees and contractors.

⁶²Weight or volume of the product or preferably its active ingredient, using same units for the product each year. Please specify units used. The active ingredients in any pesticide are listed on the label. The list of active ingredients that need to be reported in the pyrethroids class includes: metofluthrin, bifenthrin, cyfluthrin, beta-cyfluthrin, cypermethrin, deltamethrin, esfenvalerate, lambdacyhalothrin, and permethrin.

	in FY 15-16					
Diuron	Reporting not required in FY 15-16					
Diamides	Reporting not required in FY 15-16					
<ul style="list-style-type: none"> • None of these products was used in Parks/landscaping • Note from Clark’s Pest Control: “None of these Products were used in any way to threaten water quality”. <p>IPM Tactics and Strategies used:</p> <ul style="list-style-type: none"> • Mechanical mowing • Weed-whacking • Mulching, etc. 						

C.9.b ▶ Train Municipal Employees

Enter the number of employees that applied or used pesticides (including herbicides) within the scope of their duties this reporting year.	11
Enter the number of these employees who received training on your IPM policy and IPM standard operating procedures within this reporting year.	11
Enter the percentage of municipal employees who apply pesticides who have received training in the IPM policy and IPM standard operating procedures within this reporting year.	100%
<p>Type of Training:</p> <p>12 City employees attended the IPM Parks Maintenance Workshop held on March 9, 2016</p> <p>03-03-2016 Staff Training on IPM & Pesticide Safety, incl. IPM Policy and IPM SOP (15 attendees)</p> <p>Various Tail-gate meetings through-out the year, that doesn’t get formerly recorded, but just is a matter of practice.</p> <p>The City’s Parks Dept has 5 staff employees (+1 part time) that are QAC Certified. 1 who is PCA certified.</p> <p>All QAC’s and PCA attends at least one additional IPM class through-out the year. (PAPA, CAPCA, ISA/Arboriculture Seminars, etc.)</p> <p>The City has 2 Master Gardeners, who also attends various IPM Trainings through-out the year.</p> <p>Public Works Dept. has seven staff employees that are QAC Certified.</p>	

C.9.c ▶ Require Contractors to Implement IPM				
Did your municipality contract with any pesticide service provider in the reporting year?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
<p>If yes, briefly describe how contractor compliance with IPM Policy/Ordinance and SOPs was monitored</p> <p>The City of Foster City verifies IPM contractor performance by hiring professionals that certify they are properly trained and use IPM. The City contracts with Clark Pest Control for all outside building pesticide treatments. Our contact is:</p> <p>Aaron Laurant Clark Pest Control Office: (650) 596-1270 alaurant@clarkpest.com</p> <p>Clark Pest Control is Green Pro Certified</p> <p>The City meets with contractors, (structural as well as Landscape Contractor), reviews list of pesticides and evaluates alternative measures, to ensure only approved pesticides are used, and only when needed.</p>				

C.9.d ▶ Interface with County Agricultural Commissioners

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

The City's Parks staff occasionally brings a sample of diseased trees to San Mateo County Agricultural Commissioner for guidance on treatment or i.e. tree removal. (I.e. Elm Trees).

The County Ag Commissioner performs HeadQuarter's Inspection Annually, and answers any questions that might come up during that inspection. Also, Parks Staff attends several meetings through-out the year, where the County Ag Commissioner staff presents Laws and Regulations and other valuable information.

See Section 9 of the SMCWPPP FY 15-16 Annual Report for summary of communication with the San Mateo County Agricultural Commissioner.

Did your municipality report any observed or citizen-reported violations of pesticide regulations (e.g., illegal handling and applications of pesticides) associated with stormwater management, particularly the California Department of Pesticide Regulation (DPR) surface water protection regulations for outdoor, nonagricultural use of pyrethroid pesticides by any person performing pest control for hire.	<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.

NA

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

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

Summary:

See the C.9 Pesticides Toxicity Control section of the SMCWPPP FY 15-16 Annual Report for information on point of purchase public outreach conducted countywide and regionally.

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

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

Summary:

See the C.9 Pesticides Toxicity Control section of the SMCWPPP FY 15-16 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.

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

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

Summary:

See the C.9 Pesticides Toxicity Control section of SMCWPPP FY 15-16 Annual Report for a summary of outreach to pest control operators and landscapers to reduce pesticide use.

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

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

During FY 15-16, we participated in regulatory processes related to pesticides through contributions to SMCWPPP, BASMAA and CASQA. For additional information, see the Regional Report submitted by BASMAA on behalf of all MRP Permittees.

Section 10 - Provision C.10 Trash Load Reduction

C.10.a.i ► Trash Load Reduction Summary	
For population-based Permittees, provide the overall trash reduction percentage achieved to-date within the jurisdictional area of your municipality that generates problematic trash levels (i.e., Very High, High or Moderate trash generation). Base the reduction percentage on the information presented in C.10.b i-iv and C.10.e.i-ii. Provide a discussion of the calculation used to produce the reduction percentage, including whether the 60% trash reduction performance guideline was attained. If not attained, include a discussion of next steps (e.g., development of a detailed plan or report of non-compliance).	
Trash Load Reductions	
Percent Trash Reduction in All Trash Management Areas (TMAs) due to Trash Full Capture Systems (as reported C.10.b.i)	16.3%
Percent Trash Reduction in all TMAs due to Control Measures Other than Trash Full Capture Systems (as reported in C.10.b.ii) ⁶³	57.7%
Percent Trash Reduction due to Jurisdictional-wide Source Control Actions (as reported in C.10.b.iv) ¹	10.0%
SubTotal for Above Actions	84.0%
Trash Offsets (Optional)	
Offset Associated with Additional Creek and Shoreline Cleanups (as reported in C.10.e.i)	NA
Offset Associated with Direct Trash Discharges (as reported in C.10.e.ii)	NA
Total (Jurisdictional-wide) % Trash Load Reduction in FY 15-16	84.0%
Discussion of Trash Load Reduction Calculation:	
The City attained and reported an 88% trash load reduction in its FY 14-15 Annual Report, exceeding the trash load reduction target of 40% by 2014. The reissued MRP contains a revised calculation methodology that eliminates or caps past trash load reduction offsets or credits. Based on the new calculation methodology, as of July 1, 2016, the City has attained an 84% trash load reduction (including trash offsets). The reissued MRP also added a non-mandatory performance guideline of attaining 60% trash reduction by July 1, 2016. Based on the new calculation methodology and the information provided in this Annual Report, the City has achieved the 60% performance guideline.	

⁶³ See Appendix 10-1 for changes between 2009 and FY 15-16 in trash generation by TMA as a result of Full Capture Systems and Other Measures.

C.10.a.iii ► Mandatory Trash Full Capture Systems		
Provide the following:		
1) Total number and types of full capture systems (publicly and privately-owned) installed prior to FY 15-16, during FY 15-16, and to-date, including inlet-based and large flow-through or end-of-pipe systems, and qualifying low impact development (LID) required by permit provision C.3.		
2) Total land area (acres) treated by full capture systems for population-based Permittees and total number of systems for non-population based Permittees compared to the total required by the permit.		
Type of System	# of Systems	Areas Treated (Acres)
Installed Prior to FY 15-16		
Storm Flo Screen	1	159.4
Installed in FY 15-16		
NA	NA	NA
Total for all Systems Installed To-date	1	159
Treatment Acreage Required by Permit (Population-based Permittees)		20
Total # of Systems Required by Permit (Non-population-based Permittees)		NA

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

Provide the following:

- 1) Jurisdictional-wide trash reduction in FY 15-16 attributable to trash full capture systems implemented in each TMA;
- 2) The total number of full capture systems installed to-date in your jurisdiction;
- 3) Since the effective date of MRP 2.0 (January 1, 2016), the percentage of systems that exhibited significant plugged/blinded screens or were >50% full when inspected or maintained;
- 4) A narrative summary of any maintenance issues and the corrective actions taken to avoid future full capture system performance issues; and
- 5) A certification that each full capture system is operated and maintained to meet the full capture system requirements in the permit.

TMA	Jurisdiction-wide Reduction (%)	Total # of Full Capture Systems	% of Systems Exhibiting Plugged/Blinded Screens or >50% full	Summary of Maintenance Issues and Corrective Actions
1	0	1	<10%	<ul style="list-style-type: none"> • Currently, the lone device the City is a customized application of a Roscoe Moss Device. The device was constructed with the same materials used in their standard system only it was installed in a vertical instead of horizontal direction. The device is checked for trash accumulation at least weekly. The device was installed late in FY13/14 and weekly inspections indicate that the device is working correctly. This device treats 159 acres to the minimum of 5 mm level. • Maintenance of the lone full trash capture device includes bi-weekly inspection and removal of any floating debris. • Maintenance crews continue to visually inspect all catch basins located in public right-of-way and remove debris as needed. • Two special items to note. 1) The storm drain system in Foster City is entirely submerged. Any plastic bottles or floating trash that enters through a storm inlet remains trapped in the storm inlet. The pipe is connected below the waterline. 2) It should also be noted that unlike traditional stormwater catch basins, catch basins in Foster City should be more correctly identified and detention basins. Each catch basin has a 12" sump. The benefit of the "sump" is that any material that enters the catch basin that doesn't float sinks to the sump area and is not conveyed into the stormwater pipes.
2	16.3%			
3	0			
4	0			
5	0			
Total	16.3%			

Certification Statement: The City of Foster City certifies that a full capture system maintenance and operation program is currently being implemented to maintain all applicable systems in manner that meets the full capture system requirements included in the Permit.

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

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

TMA	Summary of Trash Control Actions Other than Full Capture Systems
1-5	Street Sweeping – Weekly street sweeping of commercial area
1-5	Storm Drain Inlet Cleaning – Annual cleaning of storm drain inlets throughout the City

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

Provide the following:

- 1) A summary of the on-land visual assessments in each TMA (or control measure area), including the street miles or acres available for assessment (i.e., those associated with VH, H, or M trash generation areas not treated by full capture systems), the street miles or acres assessed, the % of available street miles or acres assessed, and the average number of assessments conducted per site within the TMA; and
- 2) Percent jurisdictional-wide trash reduction in FY 15-16 attributable to trash management actions other than full capture systems implemented in each TMA.

TMA ID <i>or (as applicable)</i> Control Measure Area	Total Street Miles or Acres Available for Assessment	Summary of On-land Visual Assessments			Jurisdictional-wide Reduction (%)
		Street Miles or Acres Assessed	% of Applicable Street Miles or Acres Assessed	Avg # of Assessments Conducted at Each Site	
1	0.75	0.43	57.5%	5.5	16.0%
2	0.37	0.37	100%	6	17.2%
3	0.39	0.39	100%	6	23.3%
4	0.57	0.4	69.4%	5.5	1.1%
5	0.41	0	0%	0	0%
Total		1.71	-	-	57.7%

*Each on-land visual assessment site is approximately 1,000 feet (on average) in length. Average number of assessments represent those conducted in FYs 14-15 and 15-16.

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

Provide a description of each jurisdictional-wide trash source control action implemented to-date. For each control action, identify the trash reduction evaluation method(s) used to demonstrate on-going reductions, summarize the results of the evaluation(s), and provide the associated reduction of trash within your jurisdictional area. Also include the total % reduction credit for all source controls up to the maximum 10% allowed by MRP 2.0.

Source Control Action	Summary Description & Dominant Trash Sources and Types Targeted	Evaluation/Enforcement Method(s)	Summary of Evaluation/Enforcement Results To-date	% Reduction	Total Reduction Credit (%)
Single Use Plastic Bag Ordinance	<p>Reusable Bag Ordinance, adopted April 22, 2013. Ordinance #571 (Attachment 7)</p> <p>Retail establishments in Foster City have been prohibited from distributing free single use carryout bags. Single use paper bags with a minimum recycled content or reusable bags may be sold for a minimum charge of \$0.10.</p> <p>The City Council adopted the County of San Mateo's ordinance (as have many jurisdictions in the County) and the County enforces the ordinance. The County has set up a website with tips for business owners and residents. All retail establishments, including, but not limited to grocery, clothing, convenience, pharmacy stores in San Mateo County are affected.</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>Foster City 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 the single-use plastic bags distributed in the City are affected by the implementation of the ordinance, based on the County of San Mateo's EIR; and 3.) Of the bags affected by the ordinance, there are now 90% less bags being distributed, based on customer complaints received by the County's Department of Environmental Health Services. 	<p>Results of assessments conducted by the County of San Mateo on behalf of all municipalities in San Mateo County indicate that Foster 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 plastic bags are 8% of the trash observed in stormwater discharges, Foster 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 Foster City's ordinance.</p>	7%	10%

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

Provide a description of each jurisdictional-wide trash source control action implemented to-date. For each control action, identify the trash reduction evaluation method(s) used to demonstrate on-going reductions, summarize the results of the evaluation(s), and provide the associated reduction of trash within your jurisdictional area. Also include the total % reduction credit for all source controls up to the maximum 10% allowed by MRP 2.0.

<p>Expanded Polystyrene Food Service Ware Ordinance</p>	<p>Polystyrene ban for restaurants and food vendors, adopted October 17, 2011. Ordinance #567 (Attachment 8)</p>	<p>Although Foster 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 Foster City's ordinance. Assessments conducted by these cities were conducted prior to and following the effective date of their ordinances, and include audits of businesses and/or assessments of EPS food ware observed on streets, storm drains and local creeks. The results of assessments conducted by these cities are assumed to be representative of the effectiveness of the Foster City's ordinance because the implementation (including enforcement) of Foster City's ordinance is similar to the City of Los Altos' and Palo Alto's.</p> <p>Foster City 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 Foster City 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 Palo Alto and City of Los Altos. 	<p>Results of assessments that are representative of Foster City, but were conducted by the cities of Los Altos and Palo Alto, indicate that Foster 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 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, Foster City concludes that there has been a 5% (i.e., 6% x 90%) reduction in trash in stormwater discharges as a result of the ordinance.</p>	<p>5%</p>	
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C.10.c ► Trash Hot Spot Cleanups

Provide the FY 15-16 cleanup date and volume of trash removed during each MRP-required Trash Hot Spot cleanup during each fiscal year listed. Indicate whether the site was a new site in FY 15-16.

Trash Hot Spot	New Site in FY 15-16 (Y/N)	FY 15-16 Cleanup Date(s)	Volume of Trash Removed (cubic yards)				
			FY 2011-12	FY 2012-13	FY 2013-14	FY 2014-15	FY 2015-16
San Miguel Beach FCY01	N	05/16/2016; Inspected monthly and raked weekly	1.0	1.0	1.0	<1.0	<1.0

C.10.d ► Long-Term Trash Load Reduction Plan

Provide descriptions of significant revisions made to your Long-term Trash Load Reduction Plan submitted to the Water Board in February 2014. Describe significant changes made to primary or secondary trash management areas (TMA), trash generation maps, control measures, or time schedules identified in your plan. Indicate whether your trash generation map was revised and is attached to your Annual Report.

Description of Significant Revision	Associated TMA
In FY 15-16, consistent with all MRP Permittees, all public K-12 schools, college and university parcels were made non-jurisdictional on the City's baseline trash generation maps. Under California Government Code Sections 4450 through 4461, the construction, modification, or alternation of facilities and/or structures on these parcels are under the jurisdiction of the California Division of State Architect and not the City. The public right-of-way (e.g., streets and sidewalks) surrounding these parcels remain as jurisdictional on the City's baseline trash generation maps. Revised maps that incorporate these revisions are included as Appendix 10-2.	All applicable

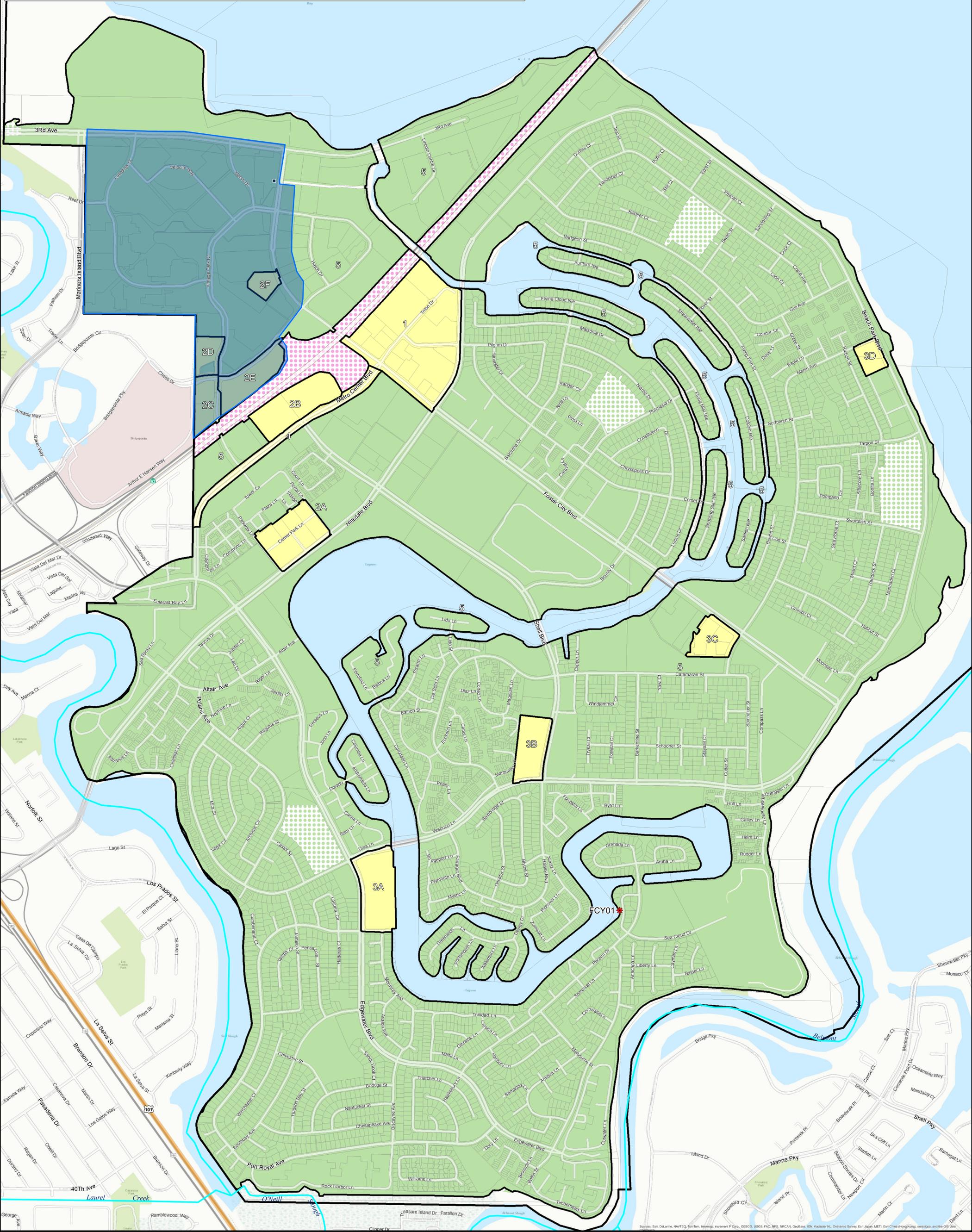
C.10.e. ► Trash Reduction Offsets (Optional)			
Provide a summary description of each offset program implemented, the volume of trash removed, and the offset claimed in FY 15-16. Also, for additional creek and shoreline cleanups, describe the number and frequency of cleanups conducted, and the locations and cleanup dates. For direct discharge control programs approved by the Water Board Executive Officer, also describe the results of the assessments conducted in receiving waters to demonstrate the effectiveness of the control program. Include an Appendix that provides the calculations and data used to determine the trash reduction offset.			
Offset Program	Summary Description of Actions and Assessment Results	Volume of Trash (CY) Removed/Controlled in FY 15-16	Offset (Jurisdiction-wide Reduction %)
Additional Creek and Shoreline Cleanups (Max 10% Offset)	Not Applicable	0	0
Direct Trash Discharge Controls (Max 15% Offset)	Not Applicable	0	0

Appendix XX. Baseline trash generation and areas addressed by full capture systems and other control measures in Fiscal Year 15-16.

TMA	2009 Baseline Trash Generation (Acres)					Trash Generation (Acres) in FY 15-16 After Accounting for Full Capture Systems					Jurisdiction-wide Reduction via Full Capture Systems (%)	Trash Generation (Acres) in FY 15-16 After Accounting for Full Capture Systems and Other Control Measures					Jurisdiction-wide Reduction via Other Control Measures (%)	Jurisdiction-wide Reduction via Full Capture AND Other Control Measures (%)
	L	M	H	VH	Total	L	M	H	VH	Total		L	M	H	VH	Total		
1	0	37	0	0	37	0	37	0	0	37	0%	17	20	0	0	37	16.0%	16.0%
2	0	39	0	0	39	18	21	0	0	39	16.3%	37	2	0	0	39	17.2%	28.4%
3	0	26	0	0	26	0	26	0	0	26	0%	25	0	0	0	26	23.3%	23.3%
4	0	7	0	0	7	0	7	0	0	7	0%	4	2	1	0	7	1.1%	1.1%
5	2,151	0	0	0	2,151	2,151	0	0	0	2,151	NA	2,151	0	0	0	2,151	NA	NA
Totals	2,151	109	0	0	2,260	2,169	91	0	0	2,260	16.3%	2,233	24	1	0	2,260	57.7%	74.0%

Appendix 10-2
Revised Baseline Trash Generation Map and Areas Currently
Addressed by Full Capture Systems

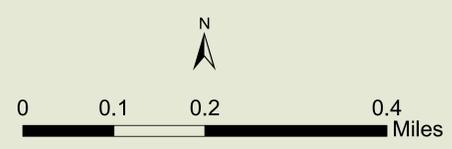
City of Foster City Full Trash Capture and Trash Management Area Map



Legend
Trash Generation Category
 Low
 Moderate
 High
 Very High

* Creek/Shoreline Hotspot
 Full-Capture Location
 Trash Management Area
 Non-Jurisdictional (Dot color = Generation Category)

Streets
 Freeway
 Creeks
 Parcel Boundary



Data Sources:
 Roads: San Mateo County
 City Boundaries: San Mateo County
 Creeks: San Mateo County
 Parcels: San Mateo County
 Background: ESRI World Topographic Map

Map Created By:
 EOA, Inc.
Date:
 September 14th, 2016

Section 11 - Provision C.11 Mercury Controls

- C.11.a ▶ Implement Control Measures to Achieve Mercury Load Reductions**
- C.11.b ▶ Assess Mercury Load Reductions from Stormwater**
- C.11.c ▶ Plan and Implement Green Infrastructure to Reduce Mercury Loads**
- C.11.d ▶ Prepare Implementation Plan and Schedule to Achieve TMDL Allocations**
- C.11.e ▶ Implement a Risk Reduction Program**

Summary:

A summary of accomplishments for these sub-provisions are included within the C.11 Mercury Controls section of SMCWPPP's FY 15-16 Annual Report.

Section 12 - Provision C.12 PCBs Controls

- C.12.a ▶ Implement Control Measures to Achieve PCBs Load Reductions**
- C.12.b ▶ Assess PCBs Load Reductions from Stormwater**
- C.12.c ▶ Plan and Implement Green Infrastructure to Reduce PCBs Loads**
- C.12.d ▶ Prepare Implementation Plan and Schedule to Achieve TMDL Allocations**
- C.12.e ▶ Evaluate PCBs Presence in Caulks/Sealants Used in Storm Drain or Roadway Infrastructure in Public Rights-of-Way**
- C.12.f ▶ Manage PCB-Containing Materials and Wastes During Building Demolition Activities So That PCBs Do Not Enter Municipal Storm Drains**
- C.12.g ▶ Fate and Transport Study of PCBs: Urban Runoff Impact on San Francisco Bay Margins**
- C.12.h ▶ Implement a Risk Reduction Program**

Summary:

A summary of accomplishments for these sub-provisions are included within the C.12 PCBs Controls section of SMCWPPP's FY 15-16 Annual Report.

Section 13 - Provision C.13 Copper Controls

C.13.a.iii ► Manage Waste Generated from Cleaning and Treating of Copper Architectural Features				
(For FY 15-16 Annual Report only) Do you have adequate legal authority to prohibit the discharge of wastewater to storm drains generated from the installation, cleaning, treating, and washing of copper architectural features, including copper roofs?	<input checked="" type="checkbox"/>	Yes	<input type="checkbox"/>	No
(For FY 15-16 Annual Report only) Provide a summary of how copper architectural features are addressed through the issuance of building permits.				
Summary: Foster City's building permit applications are reviewed for the use of copper architectural features. The use of copper architectural features is only allowed if the copper is painted. This prevents the copper from entering the storm system.				
(FY 15-16 Annual Report and each Annual Report thereafter) Provide summaries of permitting and enforcement activities to manage waste generated from cleaning and treating of copper architectural features, including copper roofs, during construction and post-construction.				
Summary: Enforcement actions for noncompliance follow the City's Enforcement Response Plan. There were no enforcement actions for noncompliance copper architectural features BMPs during the FY 15-16 reporting period. Inspectors are instructed to look for exposed architectural copper. If exposed, the City requires the owner to paint the architectural copper to prevent it from entering the storm system. There was no instance of architectural copper was found in FY 15-16.				

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

(For FY 15-16 Annual Report only) Do you have adequate legal authority to prohibit the discharge to storm drains of water containing copper-based chemicals from pools, spas, and fountains?

X	Yes	<input type="checkbox"/>	No
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(For FY 15-16 Annual Report only) Provide a summary of how copper-containing discharges from pools, spas, and fountains are addressed to accomplish the prohibition of the discharge.

Summary:
Foster City uses the OWOW "Maintenance Tips for Pools, Spas, and Fountains" Fact Sheet to educate the public. The fact sheet is posted in the Planning and Building Division public display area. Foster City requires all regulated projects to discharge pools, spas, and fountain water with proper permitting to the sanitary sewer. Enforcement actions for noncompliance follow the City's Enforcement Response Plan.

(FY 15-16 Annual Report and each Annual Report thereafter) Provide summaries of any enforcement activities related to copper-containing discharges from pools, spas, and fountains.

Summary:
In FY 15-16, Public Works staff referred two residents to discharge pool water into the sanitary sewer. Upon review of our Provision C.5 illicit discharge inspection data we found no enforcement activities related to copper-containing discharges from pools, spas, and fountains.

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

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

Summary:
There were no industries as possible sources of copper inspected this FY as part of C.4

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

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

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

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

Summary:

- **Promote conservation programs - Foster City adopted the Outdoor Landscape Efficiency Ordinance in January 2010. The City also promotes conservation programs including Irrigation controllers and synthetic turf rebate programs through water bill inserts and application materials in public places. Also, beginning in February 2014, in response to the San Francisco Public Utilities Commission's recommended 10% voluntary reduction, the City of Foster City began to issue public information through Public Information channel such as: Electronic Marque, press releases, articles in local newspaper, and counter information. This effort has continued with the mandatory reduction implemented by the Governor in late 2014.**
- **Promote outreach for less toxic pest control and landscape management - The City encourages IPM.**
- **Promote use of drought tolerant and native vegetation - The City participates in the "Lawn Be Gone" program and has Tiered water rates which results in reduced outside water use. Interested residents/HOAs can find detailed information of the program on our City website.**
- **Implement Illicit Discharge Enforcement Response Plan for ongoing, large volume landscape irrigation runoff. - The City has a code enforcement person that will contact property owner for water wasting.**

See Section C.9.e.ii of SMCWPPP's FY 15-16 Annual Report for a description of SMCWPPP's activities related to point-of-purchase outreach which promotes less toxic pest control and landscape management. See Section C.7 of SMCWPPP's FY 15-16 Annual Report for a description of outreach conducted to promote water conservation programs, such as promoting rain barrel use. Information on water conservation, less-toxic pest control and appropriate watering/irrigation practices is also posted on SMCWPPP's website (www.flowstobay.org).

Attachment 1

AN ORDINANCE OF THE CITY OF FOSTER CITY AMENDING CHAPTER 8.04 OF THE FOSTER CITY MUNICIPAL CODE TO PROVIDE FOR THE PREPARATION OF A STORM WATER MANAGEMENT AND DISCHARGE CONTROL PROGRAM FOR THE CITY TO ENSURE COMPLIANCE WITH REGULATIONS ADOPTED AS PART OF THE FEDERAL CLEAN WATER ACT AND WATER QUALITY ACT

CITY OF FOSTER CITY

THE CITY COUNCIL OF THE CITY OF FOSTER CITY DOES ORDAIN, as follows:

Section 1. Section 8.04.000 of Chapter 8.04 of Title 8, Health and Safety, is hereby added to the Foster City Municipal Code to read:

"8.04.000 Purpose. The purpose and intent of this chapter is to provide for the regulation and control of the quantity and quality of discharges to the storm sewer system in order to prevent those discharges from adversely affecting the system and the quality of the receiving waters. In addition, this Chapter is intended to respond to regulations adopted as part of the Federal Clean Water Act and the Water Quality Act, as well as other Federal and/or State regulations, which require the adoption of plans and programs for storm water management."

Section 2. City Ordinance No. 42 is amended and Section 8.04.040, Regulations Supplemental, of Chapter 8.04, of Title 8, Health and Safety of the Foster City Municipal Code is deleted in its entirety and the following new section is added:

"8.04.040 Rules and Regulations.

A. The provisions of this chapter are designed to supplement the provisions of existing ordinances regulating the collection and disposal of garbage, swill and refuse and waste matter within the limits of the City. The provisions of this chapter are not designed to permit the violation of any health and safety regulations or the prohibitions of any other ordinance of the City.

B. The City Engineer shall prepare rules and regulations eliminating non-storm water discharges to the storm drain and reducing pollutants in storm water discharges to carry out the purposes of this Chapter, which shall be submitted to the City Council for review and adoption. The City Council may make such changes as deemed necessary or desirable for proper control of said discharges. Thereafter, they shall place the rules and regulations into full force and effect by adoption of a resolution. The City Engineer shall have the responsibility of enforcing the adopted rules and regulations to ensure full compliance therein. He may also make recommendations to the City Council for revisions, from time to time as may appear to be necessary or desirable."

Section 3. City Ordinance No. 42 is amended and Section 8.04.050, Violation--Misdemeanor, of Chapter 8.04 of Title 8, Health and Safety, of the Foster City Municipal Code is deleted in its entirety and the following new section is added:

"8.04.050 Violation - Penalties.

A. Misdemeanor -- Any person violating, or causing or permitting to be violated, any of the provisions of this chapter, and the regulation adopted pursuant hereto, is guilty of a misdemeanor, and each such person, firm or corporation is guilty of a separate offense for each and every day or

any portion thereof during which any violation of any of the provisions of this chapter is committed, continued or permitted; and upon conviction of any such violations such person, firm or corporation shall be punish by a fine of not more than one thousand dollars (\$1,000) or by imprisonment in the county jail for a period of not more than six months, or both.

B. Civil Penalties -- Any person who has violated or continues to violate the Rules and Regulations adopted pursuant to this Chapter or any order or permit issued hereunder, shall be liable to City for a civil penalty of not more than ten thousand (\$10,000) plus actual damages incurred by the City per violation per day for as long as the violation continues. In addition to the above described penalty and damages, the City may recover reasonable attorney's fees, court costs, and other expenses associated with the enforcement activities, including sampling and monitoring expenses.

The City shall petition the Court to impose, assess, and recover such sums. In determining amount of liability, the Court shall take into account all relevant circumstances, including, but not limited to, the extent of harm caused by the violation, the magnitude and duration, any economic benefit gained through the violation, corrective actions by the violator, the compliance history of the violator, and any other factor as justice requires."

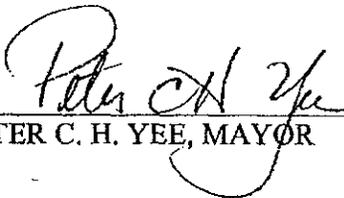
Section 4. Severability. If any section, subsection, sentence, clause, or phrase of this ordinance is for any reason held to be invalid, such decision shall not affect the validity of the remaining portions of this ordinance. The City Council hereby declares that it should have adopted the ordinance and each section, subsection, sentence, clause, or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses, or phrases be declared invalid or unconstitutional.

Section 5. Taking effect. This Ordinance shall take effect and be in force thirty (30) days from and after its adoption.

Section 6. Posting. Within fifteen (15) days after the adoption of this ordinance, the City Clerk shall have it posted in three (3) public places designated by the City Council.

This Ordinance was introduced and read on the 2nd day of October, 1995, and passed and adopted on the 16th day of October, 1995, by the following vote:

- AYES: Councilmen Bramlett, Chinn, Field, Townsend, and Mayor Yee
- NOES: None
- ABSENT: None
- ABSTAIN: None


PETER C. H. YEE, MAYOR

ATTEST:

THERESE TYREE, CITY CLERK

Attachment 2

ORDINANCE NO. 587

AN ORDINANCE OF THE CITY OF FOSTER CITY ADDING CHAPTER 17.72, DEVELOPMENT PROJECT PRELIMINARY REVIEW PROCEDURES, TO TITLE 17, ZONING, OF THE FOSTER CITY MUNICIPAL CODE

CITY OF FOSTER CITY

IT IS SO ORDAINED by the City Council of the City of Foster City as follows:

Section 1. Title 17, Chapter 17.72 is hereby added to the Foster City Municipal Code to read as follows:

Chapter 17.72
DEVELOPMENT PROJECT PRELIMINARY REVIEW PROCEDURES

Sections:

- 17.72.010 Purposes.
- 17.72.020 Supplemental procedures.
- 17.72.030 Applicability and initiation.
- 17.72.040 Preliminary review.
- 17.72.050 Preliminary review public study session procedure.
- 17.72.060 Voluntary compliance.

17.72.010 Purposes.

This chapter establishes procedures for preliminary screening of development projects involving proposed General Plan or Zoning Ordinance amendments ("prescreening"). This chapter is intended to achieve, and shall be implemented to accomplish, the following purposes:

(a) To maximize opportunities for meaningful public discussion of development projects, at the earliest feasible time, for the guidance of the public, project proponents and city decision makers.

(b) To focus public and environmental review of development projects on the issues of greatest significance to the community, including, but not limited to, planning concerns, neighborhood compatibility, General Plan consistency, economics, social costs and benefits, fiscal costs and benefits, technological factors, and legal issues. These procedures are not intended to permit or foreclose debate on the merits of approval or disapproval of any given development project.

(c) To provide members of the public with the opportunity to obtain early information about development projects in which they may have an interest.

(d) To provide project proponents with the opportunity to obtain early, non-binding preliminary comments on development projects to encourage sound and efficient private decisions about how to proceed.

(e) To encourage early communication between elected and appointed public officials and staff with respect to the implementation of city policies, standards, and regulations on particular development projects.

(f) To facilitate orderly and consistent implementation of the city's General Plan and development regulations.

17.72.020 Supplemental procedures.

These procedures are supplemental to any other authority under State or local law which permits preliminary screening of development projects, including, but not limited to, the California Environmental Quality Act, Public Resources Code Section 21000, et seq., and the State Planning and Zoning Law, Government Code Section 65000, et seq.

17.72.030 Applicability and initiation.

(a) These procedures may be applied to the following types of development projects:

(1) General Plan Amendments

(2) Substantial zoning changes, rezonings from one district to another district and text changes, General Development Plans and General Development Plan Amendments

(b) Development project preliminary review shall be initiated upon receipt of a development project application and before the development project is reviewed by the Planning Commission at a Study Session or noticed for public hearing on the merits of the application, if any is required.

(c) Development project preliminary review may also be initiated prior to the filing of an application, upon the request of the project proponent. The project proponent shall pay a preliminary review fee as set forth in the municipal fee schedule. If the project proponent wishes to proceed with the project after preliminary review, he or she must then file an application and pay a regular application fee.

(d) The city may from time to time establish application forms, submittal requirements, fees, and such other requirements, guidelines and informal regulations as will aid in the efficient implementation of these procedures.

17.72.040 Preliminary review.

(a) Upon initiation as provided in Section 17.72.030, one or more noticed public study sessions will be held to solicit comments which will aid in accomplishing the purposes of these procedures.

(b) The noticed public study session will be conducted by the city council.

(c) Notice of the study session and the opportunity for public participation shall be provided in the same manner as may be required by law for action on the underlying development project application.

(d) No formal action may be taken during preliminary review.

17.72.050 Preliminary review public study session procedure.

(a) Preliminary review study sessions may be conducted in any manner deemed appropriate by the city council.

(b) City staff will prepare a summary outline of the proposed project which highlights any information relevant to the purposes identified in Section 17.72.010, including but not limited to any initial study prepared for the project. In addition, the project proponent or any interested person may provide oral or written comments consistent with the purposes of these procedures during a preliminary review study session. Subsequent city staff reports on development projects which have been subject to preliminary review should summarize any comments made during the process.

(c) Preliminary review study sessions shall not be for the purpose of taking evidence with respect to a development project. Neither the city council, nor any city commission, committee, or staff person may rely upon information obtained or comments made during the preliminary review process for any final decision, unless such information or comments are reintroduced during a subsequent noticed public hearing on the merits of the development project.

17.72.060 Voluntary compliance.

(a) Compliance with any development project revisions, alterations, or conditions suggested during the preliminary review process shall be voluntary. Failure to comply with any such revisions, alterations, or conditions shall not affect consideration of the project by the city.

(b) Nothing in these procedures is intended, nor shall any provision be construed, to constitute, permit or result in any binding determination of the rights, interests, or entitlements of the city, project proponent, or any interested person with respect to a development project upon which preliminary review is conducted.

(c) Development project preliminary review shall be without prejudice to the ability of the city, project proponent, or any interested person to proceed with a development project in any manner, notwithstanding any suggested revisions, alterations, or conditions.

(d) After preliminary review has been initiated, a project proponent shall have the right to withdraw a development project application at any time before commencement of a public hearing on the first discretionary permit, license, or entitlement for the project. Such withdrawal shall be without prejudice to the project proponents ability to reapply for the same or a substantially similar development project at a future date, subject to the regulations, standards, and policies in effect upon reapplication. Upon such withdrawal, the city shall refund any application processing deposits to the project proponent which have not yet been expended.

Section 2. Severability. If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be invalid, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council does hereby declare that it should have adopted the Ordinance and each section, subsection, sentence, clause or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrases be declared invalid or unconstitutional.

Section 3. Taking Effect. This Ordinance shall take effect and be in force thirty (30) days from and after its adoption.

Section 4. Posting. Within fifteen (15) days after the adoption of this Ordinance, the City Clerk shall have it posted in three (3) public places designated by the City Council.

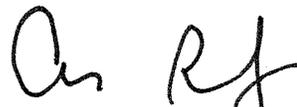
This Ordinance was introduced and read on the 3rd day of March, 2014, and passed and adopted on the 17th day of March, 2014, by the following vote:

AYES: Councilmembers Kiesel, Okamoto, Perez, Pollard and Mayor Bronitsky

NOES: None

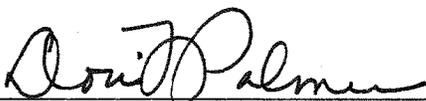
ABSENT: None

ABSTAIN: None



CHARLIE BRONITSKY, MAYOR

ATTEST:



DORIS L. PALMER, CITY CLERK

Attachment 3

Resolution No. P-
UP-_____

EXHIBIT A
_____ USE PERMIT CONDITIONS OF APPROVAL

(Conditions attached to approval of UP-_____ by the
Planning Commission on _____)

TABLE OF CONTENTS

- 1.0 GENERAL – APPLICABLE TO ALL
- 2.0 PRIOR TO ISSUANCE OF FIRST BUILDING PERMIT
- 3.0 PRIOR TO DEMOLITION PERMIT
- 4.0 PRIOR TO GRADING AND DRAINAGE
- 5.0 PRIOR TO UNDERGROUND UTILITIES
- 6.0 PRIOR TO STRUCTURAL AND ARCHITECTURAL SHELL
- 7.0 PRIOR TO TENANT IMPROVEMENTS
- 8.0 PRIOR TO LANDSCAPE AND FLATWORK
- 9.0 GENERAL CONSTRUCTION PRACTICES
- 10.0 PRIOR TO OCCUPANCY

- 1.8 All exterior kiosks or other landscape features, temporary or permanent, shall be approved by the City prior to installation.
(CDD)
- 1.9 Prior to commencement of any site work or the introduction of any earth moving equipment or building materials onto the site, the applicant shall insure that a temporary 6 (six) foot tall chain-link fence (no portion of which contains barbed wire) with a dark green (or other color approved by the Community Development Director) vinyl or canvas interior liner placed on the exterior of the fence shall be placed around any yard or any portion of a yard which the Chief Building Official shall identify as requiring such. This fence shall be in place as approved until the Chief Building Official shall allow it to be removed or changed. The fence may only be expanded or contracted in size upon approval of the Chief Building Official. Failure to adhere to this condition of approval shall result in the permit being brought to the Planning Commission for its review and introduction of stricter site and building construction regulations. The gate to the fence shall be locked at all times that the fenced area is left unattended by either the owner or resident, the contractor or subcontractors. All construction materials and equipment, including temporary or portable equipment, such as generators, storage containers or facilities, shall be stored within the interior of the fenced area when construction activities are not occurring. If placed anywhere on site, portable toilets shall be placed within the interior of the fenced area at all times.
(CBO, CDD)
- 1.10 Prior to placement of any construction trailers and haul routes, the applicant shall submit site plans showing proposed haul routes and placement of the construction trailers (site logistics plan) and shall agree to abide by all conditions of approval required by the Community Development Director. A survey of the curb, gutter, sidewalk and roadway shall be prepared for review and approval by the Public Works Department.
(CDD, PWD)
- 1.11 All roll-up doors shall be kept in good repair and painted as frequently as necessary in order to keep them clean and to maintain their approved color.
(CDD)
- 1.12 Truck arrival and unloading operations shall be conducted in accordance with all applicable City Ordinance requirements. If noise associated with truck arrival or unloading operations becomes a problem, all future site lessees, operators and/or owners shall work with the City to develop a plan to minimize noise, including requiring an adjustment of truck arrival and/or unloading times.
(CDD)
- 1.13 Prior to issuance of a building permit, the plans shall demonstrate compliance with the San Mateo Countywide Water Pollution Prevention Program, (see www.flowstobay.org including, but not limited to, submittal of checklists related to impervious surface and stormwater:
 - 1.13.1 C.3 and C.6 Data Collection Form
 - 1.13.2 Project Applicant Checklist for NPDES Permit Requirements
 - 1.13.3 Stormwater Control Plan:

Resolution No. P-
UP-_____

A Stormwater Control Plan (SWCP) shall be required and approved by the City prior to issuance of the first building permit. Any improvements identified in the SWCP shall be constructed prior to first occupancy to the satisfaction of the Public Works Director/City Engineer.

(CDD, E/PW)

- 1.14 Before commencing any work in the City's right-of-way (including trenching of complete streets), the applicant shall obtain an encroachment permit, posting the required bonds and insurance. The City Engineer may require that trenchless methods be used for crossings and connections under streets.
(E/PW)
- 1.15 The applicant or their assignees shall maintain the landscaping in all of the public rights-of-way abutting the development in accordance with all approved Plans for the development and all applicable City of Foster City/Estero Municipal Improvement District ordinances.
(CDD)
- 1.16 Should mailboxes be required by the Postal Service and allowed by the City, the applicant shall submit for staff review and approval a mailbox design and its specific placement prior to any installation, meeting the guidelines for mailbox placement and the City's Mailbox Ordinance.
(CDD)
- 1.17 The applicant shall provide a letter to the City from the Manager, Customer Services, of the United States Postal Service/San Mateo Post Office, stating that the Postal Service has reviewed proposed plans and methods for providing a postal service to the tenants or residents of the proposed building(s) or development and has approved them.
(CDD)
- 1.18 Prior to issuance of a building permit, the applicant shall contact and discuss with SamTrans the desirability for and location of bus turnouts for SamTrans buses, as well as providing see-through, covered bus shelters to serve the users of the development. The applicant shall respond in writing to the City with a letter from SamTrans indicating that improvements are not necessary or that the proposed improvements are satisfactory to SamTrans prior to issuance of a building permit.
(CDD, E/PW)
- 1.19 The timing of the installation of the proposed bus system improvements shall be established by the City, in coordination with SamTrans.
(CDD, E/PW)
- 1.20 All sanitary sewer improvements are to be constructed to the satisfaction of the Engineering Division.
(E/PW)
- 1.21 All stormwater improvements shall be constructed to the satisfaction of the Engineering Division.
(E/PW)

1.22 The applicant shall prepare a project-specific Construction Risk Management Plan (CRMP) to protect construction workers, the general public, and the environment from subsurface hazardous materials previously identified and to address the possibility of encountering unknown contamination or hazards in the subsurface. The CRMP shall:

- 1) Provide procedures for evaluating, handling, storing, testing and disposing of soil and groundwater during project excavation and dewatering activities, respectively;
- 2) Require the preparation of a project specific Health and Safety Plan that identifies hazardous materials present, describes required health and safety provisions and training for all workers potentially exposed to hazardous materials in accordance with state and federal worker safety regulations, and designates the personnel responsible for Health and Safety Plan implementation;
- 3) Require the preparation of a contingency plan that shall be applied should previously unknown hazardous materials be encountered during construction activities. The contingency plan shall be developed by the contractor(s), with the approval of the City and/or appropriate regulatory agency, prior to demolition or issuance of the first building permit. The contingency plan shall include provisions that require collection of soil and/or groundwater samples in the newly discovered affected area by a qualified environmental professional prior to further work, as appropriate. The samples shall be submitted for laboratory analysis by a state-certified laboratory under chain-of-custody procedures. The analytical methods shall be selected by the environmental professional. The analytical results of the sampling shall be reviewed by the qualified environmental professional and submitted to the appropriate regulatory agency, if appropriate. The environmental professional shall provide recommendations, as applicable, regarding soil/waste management, worker health and safety training, and regulatory agency notifications, in accordance with local, state, and federal requirements. Work shall not resume in the area(s) affected until these recommendations have been implemented under the oversight of the City of regulatory agency, as appropriate; and
- 4) Designate personnel responsible for implementation of the CRMP. The CRMP shall be submitted to the Fire Department for review and approval prior to construction activities.

(FIRE)

1.23 The contractor(s) shall designate storage areas suitable for material delivery, storage, and waste collection. These locations must be as far away from catch basins, gutters, drainage courses, and water bodies as possible. All hazardous materials and wastes used or generated during project site development activities shall be labeled and stored in accordance with applicable local, state, and federal regulations. In addition, an accurate up-to-date inventory, including Material Safety Data Sheets, shall be maintained on-site to assist emergency response personnel in the event of a hazardous materials incident.

All maintenance and fueling of vehicles and equipment shall be performed in a designated, bermed area, or over a drip pan that will not allow run-off of spills. Vehicles and equipment shall be regularly checked and have leaks repaired promptly

at an off-site location. Secondary containment shall be used to catch leaks or spills any time that vehicle or equipment fluids are dispensed, changed, or poured. (FIRE)

- 1.24 Emergency Preparedness and Response Procedures shall be developed by the contractor(s) for emergency notification in the event of an accidental spill or other hazardous materials emergency during project site preparation and development activities. These Procedures shall include evacuation procedures, spill containment procedures, required personal protective equipment, as appropriate, in responding to the emergency. The contractor(s) shall submit these procedures to the City prior to demolition or development activities.
(FIRE)
- 1.25 Voice evacuation shall be provided for all common areas (stairwells, corridors, entry/lobbies, elevator lobbies, etc...)
(FIRE)
- 1.26 The project applicant and/or owner shall defend (with counsel reasonably acceptable to the City), indemnify, and hold harmless City/Estero Municipal Improvement District Parties, from and against, any and all Claims arising directly or indirectly from the project.
- 1.27 Pursuant to Section 66020 of the California Government Code, the applicant shall have 90 days from date of project approval, to protest any fees, dedications, reservations or other exactions.

DELETE WHICHEVER IS NOT APPLICABLE

- 1.28 **Bonds:** Prior to issuance of a building permit, all required bonds shall be submitted and all required fees shall be paid to the City/District as follows:
(E/PW, CDD)

Public Improvements (utilities & streets) that are part of the Development

1. Applicant shall provide suitable securities acceptable to the City in the amount of 100% (performance), 100% (labor and material) and a 50% (one-year warranty) bond.
2. Applicant shall provide a document verifying the cost of the public improvements to the satisfaction of the Engineering Division

Private Site Improvements

1. Applicant shall provide suitable securities acceptable to the City in the amount of 100% (performance), 100% (labor and material) and 50% (one-year warranty) bond.
2. Applicant shall provide a document verifying the cost of the private improvements to the satisfaction of the Engineering Division

Landscaping Installation and Maintenance Costs

1. Applicant shall provide suitable securities acceptable to the City, in the amount of 100% (performance), 100% (labor and material), and a 50% (maintenance) of all landscaping installation and maintenance costs guaranteeing the installation of landscaping and related site improvements and maintenance costs for the 12-month period following installation and acceptance.

Resolution No. P-
UP-_____

- A licensed geotechnical engineer or their representatives shall be retained to provide geotechnical observation and testing during all earthwork and foundation construction activities. The geotechnical engineer shall be allowed to evaluate any conditions differing from those encountered during the geotechnical investigation and shall provide supplemental recommendations, as necessary. At the end of construction, the geotechnical engineer shall provide a letter regarding contractor compliance with project plans and specifications and with the recommendations of the final geotechnical investigation report and any supplemental recommendations issued during construction. The letter shall be submitted for review to the Building Division.

The final geotechnical investigation report shall provide recommendations to minimize the potential damage to structures from total and differential settlement and to protect steel and concrete (and any other material that may be placed in the subsurface) from long-term deterioration caused by contact with corrosive on-site soils. All design measures, recommendations, design criteria, and specifications set forth in the final geotechnical investigation report shall be implemented.
(BD)

- 2.3 The applicant shall provide a Waste Management Plan for all aspects of construction from start to finish with estimated quantities of debris expected to be generated by the project, how it will be recycled/disposed of, and an accompanying deposit in accordance with Chapter 15.44 of the Foster City Municipal Code. A separate Waste Management Plan will be required for projects that require Demolition (see Section 3.0).
(E/PW)
- 2.4 Prior to issuance of a building permit, the Construction Best Management Practices (BMPs) from the San Mateo Countywide Stormwater Pollution Prevention Program shall be included as notes on the building permit drawings.
(BD, E/PW)
- 2.5 Prior to issuance of a building permit or the commencement of any site work, the general contractor shall:
- a) Along with the project applicant, attend a pre-construction meeting with the Community Development Director, Chief Building Official and other departments the Community Development Director invites to discuss the project conditions of approval, working hours, site maintenance and other construction matters;
 - b) Acknowledge in writing that they have read and understand the project conditions of approval, particularly those pertaining to construction practices and site safety, and will make certain that all project sub-contractors have read and understand them prior to commencing work and that a copy of the project conditions of approval will be posted on site at all times during construction.
(CDD, CBO)

2.6 Prior to issuance of a building permit, any development involving one or more acres of total land area must obtain a General Permit from the State Water Resources Control Board. This permit requires the owner/developer to do the following:

a) Submit a Notice of Intent (NOI) to the State Water Resources Control Board prior to commencement of construction activity;

b) Copies of the NOI and the SWPPP must be submitted to the Engineering Division along with proof of compliance.
(E/PW)

2.7 The applicant shall prepare and implement a Storm Water Pollution Prevention Plan (SWPPP) designed to reduce potential adverse impacts to surface water quality during the construction period. The SWPPP shall be prepared by a Qualified SWPPP Practitioner (QSP). The SWPPP shall include the minimum BMPs required for the identified Risk level. BMP implementation shall be consistent with the BMP requirements in the most recent version of the California Stormwater Quality Association Stormwater Best Management Handbook-Construction. The SWPPP shall be designed to address the following objectives:

- 1) All pollutants and their sources, including sources of sediment associated with construction activity are controlled;
- 2) Where not otherwise required to be under a Regional Water Board permit, all non-stormwater discharges are identified and either eliminated, controlled, or treated;
- 3) Site Best Management Practices (BMPs) are effective and result in the reduction or elimination of pollutants in stormwater discharges and authorized non-stormwater discharges from construction activity to the Best Available Technology and Best Conventional Technology (BAT/BCT) standard; and
- 4) Stabilization BMPs installed to reduce or eliminate pollutants after construction are completed.
- 5) Best Management Practices (BMPs) shall be designed to mitigate construction-related pollutants and at a minimum, include the following:
 - a. Practices to minimize the contact of construction materials, equipment, and maintenance supplies (e.g., fuels, lubricants, paints, solvents, adhesives) with stormwater. The SWPPP shall specify properly-designed centralized storage areas that keep these materials out of the rain.
 - b. Reduce erosion of exposed soil which may include, but are not limited to: soil stabilization controls, watering for dust control, perimeter silt fences, placement of hay bales, and sediment basins. The potential for erosion is generally increased if grading is performed during the rainy season because disturbed soil can be exposed to rainfall and storm runoff.
 - c. If grading must be conducted during the rainy season, the primary BMPs selected shall focus on erosion control (i.e. keeping sediment on the site). End-of-pipe sediment control measures (e.g. basins and traps) shall be used only as secondary measures. Ingress and egress from the construction site shall be carefully controlled to minimize off-site tracking of sediment. Vehicle and equipment wash-

down facilities shall be designed to be accessible and functional during both dry and wet conditions.

- 6) The SWPPP shall specify a monitoring program to be implemented by the construction site supervisor, and shall include both dry and wet weather inspections. In addition, in accordance with State Water Resources Control Board requirements, monitoring shall be required during the construction period for pollutants that may be present in the runoff that are "not visually detectable in runoff."

To educate on-site personnel and maintain awareness of the importance of stormwater quality protection, site supervisors shall conduct regular tailgate meetings to discuss pollution prevention. The frequency of the meetings and required personnel attendance list shall be specified in the SWPPP.

A QSD shall be responsible for implementing BMPs at the site. The QSD shall also be responsible for performing all required monitoring, and BMP inspection, maintenance and repair activities. The developer shall retain an independent monitor to conduct weekly inspections and provide written monthly reports to the City of Foster City Public Works Department to ensure compliance with the SWPPP. Water Board personnel, who may make unannounced site inspections, are empowered to levy considerable fines if it is determined that the SWPPP has not been properly prepared and implemented.

(E/PW)

- 2.8 The applicant shall fully comply with the C.3 provisions of the Municipal Regional Stormwater NPDES Permit (MRP). Responsibilities include, but are not limited to, designing Best Management Practices (BMPs) into the project features and operation to reduce potential impacts to surface water quality associated with operation of the project. These features shall be included in the design-level drainage plan and final development drawings. Specifically, the final design shall include measures designed to mitigate potential water quality degradation of runoff from all portions of the completed development.

All Stormwater control measures outlined in the current San Mateo Countywide Water Pollution Prevention Program's C.3 Stormwater Technical Guidance manual shall be incorporated into the project design. Low Impact Development features, including rainwater harvesting and reuse, and passive, low-maintenance BMPs (e.g., grassy swales, porous pavements) are required under the MRP. Higher-maintenance MBP's may only be used if the development of at-grade treatment systems is not possible, or would not adequately treat runoff. Funding for long-term maintenance for all BMPs must be specified (as the City will not assume maintenance responsibilities for these features). The applicant shall establish a self-perpetuating drainage system maintenance program for the life of the project that includes annual inspections of any stormwater detention devices and drainage inlets. Any accumulation of sediment or other debris would need to be promptly removed. In addition, an annual report documenting the inspection and any remedial action conducted shall be submitted to the Public Works Development for review and approval.

The City of Foster City Public Works Department shall ensure that the SWPPP and

drainage plan are prepared and are adequate prior to approval of the first building permit for the site.
(E/PW)

- 2.9 The construction contractor shall designate a "noise disturbance coordinator" who shall be responsible for responding to any local complaints about construction noise. The disturbance coordinator shall determine the cause of the noise complaints (e.g., beginning work too early, bad muffler) and institute reasonable measures warranted to correct the problem. A telephone number for the disturbance coordinator shall be conspicuously posted at the construction site. The construction contractor shall protect all downstream sanitary sewer lines from construction debris while performing sanitary sewer construction. Means to prevent construction debris must be used and shall be inspected by the construction inspector.
(BD)
- 2.10 Prior to issuance of a building permit a pre-construction condition survey to determine the PCI (Pavement Condition Index) of the pavement/roadway adjacent to the project and along the approved construction haul routes shall be performed by an engineering firm approved by the City/District Engineer. The survey shall be paid for by the project developer and shall establish a baseline PCI for the streets affected during construction.
(E/PW)
- 2.11 Prior to issuance of a building permit, the applicant shall prepare a pre-construction CCTV survey report on the existing wastewater collection system gravity mains from the on-site system to the main in the street, to be submitted to the Foster City Public Works Department for review.
(E/PW)
- 2.12 Prior to issuance of a building permit, the existing storm drain pipe lines on the project site and downstream thereof to the nearest lagoon outlet shall be televised to determine their existing condition. Applicant shall submit a map illustrating the route to be televised for approval of the City/District Engineer prior to the survey. The existing storm drain inlets shall be cleaned and protected as necessary during the project.
(E/PW)
- 2.13 Prior to issuance of a building permit, The applicant shall arrange a joint field meeting with representatives of the Water Department to perform a visual survey of the condition of the existing water distribution system (including testing of valves and appurtenances) in the vicinity of the project site. The applicant shall prepare a pre-construction survey report to be submitted to the Foster City Public Works Department for review. Report shall document the condition of valves and other appurtenances tested and extent of water system mains surveyed.
(E/PW)

INCLUDE IF BUILDING DEMOLITION IS PART OF PROJECT, IF NOT DELETE

3.0 PRIOR TO DEMOLITION PERMIT

- 3.1 Prior to issuance of a demolition permit for structures located on the project site, a lead-based paint, hazardous building materials survey (PCBs, mercury), and asbestos survey (for those structures not previously surveyed) shall be performed by

a qualified environmental professional. Based on the findings of the survey, all loose and peeling lead-based paint, and identified asbestos hazards shall be abated by a certified contractor in accordance with local, state, and federal requirements (including the requirements of the BAAQMD, District Regulation 11, Rule 20) and requirements for worker health and safety.

(BD)

- 3.2 Within sixty (60) days following the completion of the demolition phase of a covered project, and again within sixty (60) days following the completion of the construction phase of a covered project, the contractor shall submit documentation to the Building Inspection Division that demonstrates compliance with Chapter 15.44 of the Foster City Municipal Code. Documentation includes submission of a completed Final Compliance Report with corresponding recycling, salvage, and disposal receipts/tickets from the facilities, to demonstrate where the debris was recycled, salvaged, or disposed.

(BD)

4.0 PRIOR TO GRADING AND DRAINAGE

- 4.1 Site and civil drawings with all supporting data, including hydraulic calculations for sewer, water and stormwater. The plans shall be prepared by a registered civil engineer and be approved by the City Engineer.

(E/PW)

- 4.2 Subsequent to issuance of a grading permit by the Building Inspection Division and prior to commencement of any work pertaining to on-site drainage facilities, grading, or paving, or any work in the City's right-of-way, the applicant shall notify the Engineering Division at least forty-eight (48) hours in advance.

(BD, E/PW)

THE FOLLOWING CONDITIONS ARE APPLICABLE ONLY IF INTERNAL PRIVATELY OWNED LAGOONS/WATER AREAS ARE PROPOSED- DELETE IF NOT APPLICABLE

- 4.3 Lagoons constructed on this project shall remain owned, maintained and operated by the owner/association, through formation of a maintenance district or other means satisfactory to the Engineering Division.

(E/PW)

- 4.4 Prior to issuance of a building permit, the applicant shall clearly delineate on the plans all existing or proposed water, parkland, and major landscaped areas to the satisfaction of the City.

(E/PW, P/R)

- 4.5 Prior to issuance of a building permit, the applicant shall prepare a plan for the operation, maintenance, and inter-connection of the lagoon/lake system to the City/District storm drainage system, to the satisfaction of the Engineering Division.

(E/PW)

- 4.6 Prior to issuance of a building permit, the applicant shall obtain approvals from the Regional Water Quality Control Board.

(E/PW)

- 4.7 Construction of lagoon retaining walls and/or bulkheads shall meet the performance criteria of the Engineering Division.
(E/PW)

5.0 PRIOR TO UNDERGROUND UTILITIES

- 5.1 Improvement plans for the construction of all public and private improvements in accordance with the latest City Standard Drawings and Specifications. Should the applicant propose the use of development and/or construction standards for any improvements and/or land uses which are different than those presently set forth in the City's Codes and Ordinances, Standard Specifications and Standard Plans, such standards must be presented to and approved by the City. The applicant shall cause Standard Specifications and Standard Drawings to be prepared in a format to be approved by the Engineering Division.
(E/PW)
- 5.2 Plans and specifications for grease interceptors or similar runoff control equipment, to be reviewed and approved by the City Engineer. The equipment shall be installed by property owners/tenants to the satisfaction of the Public Works Department (Source control inspector). The property owners/tenants are prohibited from discharging any commercial fertilizers, pesticides or herbicides into the lagoon or water features.
(E/PW)
- 5.3 Due to potential differential settlement, flexible connections shall be provided for gas, electric, sewer, water and other utilities. Hinged, reinforced slabs shall be provided at transitions from building to sidewalks, walkways and driveways.
(BD, E/PW)
- 5.4 The location and size of all building utility service connections, including water and gas & electric service, fire service and irrigation connections, shall be indicated on the drawings, to be reviewed and approved by the City. All changes to building utility connections shall be approved by the Community Development Department prior to construction. Building utility connections shall be located, sized and screened in such a manner that they have the least possible impact on the design of the building and site. The architect of record shall be directly involved in the design and placement of all site and building service connections and shall sign all plans submitted to the City which locate, size and/or screen building utility connections.
(CDD)
- 5.5 Prior to issuance of a building permit, the applicants, at their expense, shall have a registered civil engineer prepare a complete sewer system capacity study of the on- and off-site sewer system (including lift stations) which services the project (both upstream and downstream). The study shall meet the approval of the City Engineer. All needed construction improvements shall be installed by the applicants at applicants' sole cost. No on-site or downstream overloading of existing sewer system will be permitted.
(E/PW)
- 5.6 The applicant shall prepare a sewer flow projection study and a hydraulic capacity study, to be submitted to the Foster City Public Works Department for review, to

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verify that the existing sewer system is properly sized to meet the projected increase in wastewater generation on the project site. The studies shall show the new connecting points to the existing sewers and model the estimated flows and peaking factors, as they relate to the changes in land use for the proposed project. Any necessary improvements identified by the study shall be constructed by the developer/applicant.

(E/PW)

- 5.7 Prior to issuance of a building permit, the improvement plans shall include the design of a wastewater collection system.
(E/PW)
- 5.8 Wastewater collection system items of construction should include at least the following:
- 5.8.1 The locations and numbers of on-site pump stations with permanent standby power, telemetry system and controls. All shall be as approved by the Engineering Division.
- 5.8.2 Modification to and addition of permanent standby power to which the proposed system is contributing sewage, if required.
- 5.8.3 Sanitary sewer mains.
- 5.8.4 Manholes with manhole frames and covers.
- 5.8.5 Cleanouts.
- 5.8.6 Wye branches and laterals.
- 5.8.7 And together with appurtenances to any or all of the above.
(E/PW)
- 5.9 Each project building shall include sewer inspection cleanouts at accessible outside locations to allow for wastewater sampling (commercial/industrial only).
(E/PW)
- 5.10 The existing sewer system should be capped at the property line unless it is going to be reused. Lateral should not be abandoned in place.
- 5.11 Prior to issuance of a building permit, the improvement plans shall include the design for a stormwater collection system generally as required and approved by the City.
(E/PW)
- 5.12 Storm Water System
- 5.12.1 Prior to issuance of a building permit, the system shall be designed to be capable of handling a 25-year storm with the hydraulic grade line at least one foot below every grate, to the satisfaction of the Engineering Division.
- 5.12.2 Calculations and plans showing hydraulic gradelines shall be submitted as part of the improvement plans package.

5.12.3 Items of construction shall include at least the following:

- surface and subsurface storm drain facilities;
- manholes with manhole frames and covers;
- catch basins and laterals;
- construct all catch basins as silt detention basins;
- And together with appurtenances, to any or all of the above.

(E/PW)

- 5.13 All storm drain lines and related storm drainage appurtenances located both within the property boundaries of the development site and associated offsite private easements shall be privately owned and maintained. Prior to issuance of a building permit, the applicants shall submit to the City Engineer evidence of easements granted for offsite storm drainage facilities. Said easements shall provide the applicants the right at any time, or from time to time, to construct, maintain, operate, replace, remove, and renew all offsite storm drainage facilities, and appurtenant structures in, upon, over and across such easements.

(E/PW)

- 5.14 Prior to issuance of a building permit, a complete storm drainage study of the proposed development must be submitted showing the amount of runoff, and existing and proposed drainage structure capacities. This study shall be subject to review and approval by the Engineering Division. All needed improvements shall be installed by the applicants at applicants' sole cost. No overloading of the existing system will be permitted. A hydrology/hydraulic analysis shall be completed on the existing storm drain system to verify it is adequately sized to handle the run-off from the project.

(E/PW)

- 5.15 Prior to issuance of a building permit, should the City determine that the City's storm drain system or storm drain pumping capacity requires expansion or modification as a result of the applicants' development, the applicants shall pay for all necessary improvement costs. The timing and amount of payment shall be as determined by the City.

(CC, E/PW)

- 5.16 Prior to the issuance of a building permit, the improvement plans shall include the design of a domestic water system to the satisfaction of the Engineering Division.

(E/PW)

5.17 Water Distribution System

- 5.17.1 Water lines shall be designed for fire flows to meet California Fire Code and Fire Department requirements.

5.17.2 Items of construction shall include at least the following:

- backflow prevention devices;
- water mains - minimum main size is 8 in. in any area. Fire flow determined for buildings/areas per "The Guide for Determining

6.0 PRIOR TO ARCHITECTURAL AND STRUCTURAL SHELL

- 6.1 Elevations shall be included in the building permit plans indicating colors and materials, listing manufacturers' names and product identification, and shall be approved by the Community Development Director.
(CDD)
- 6.2 Prior to issuance of the architectural shell, an on-site colors and materials mock-up shall be constructed for review and approval by the City. City staff shall ensure that the use of exterior reflective materials is minimized and that any proposed reflective materials minimize day and nighttime glare.
(CDD)
- 6.3 Details of any trash/recycling enclosures shall be included, showing that the trash/recycling enclosures shall be covered and the drainage connected to the sanitary sewer.
(E/PW)
- 6.4 Plans for trash enclosures and recycling facilities, including truck access to these facilities, shall be reviewed by the service provider and a letter provided from the service provider indicating their comments, if any, have been satisfactorily resolved.
(CDD)
- 6.5 No rooftop equipment of any kind shall be visible from the ground level on the site or from adjacent public rights-of-way or ground level on adjacent properties. At initial project construction and in the future, cross-sections and details of the proposed rooftop equipment, sight line studies demonstrating the visual impact of equipment, and related screening shall be submitted to the Community Development Director for approval.
(CDD)
- 6.6 Prior to issuance of the architectural/structural shell, all emergency vehicle access and location of building numbers shall be identified to the satisfaction of the City.
(FIRE, POL, CDD)
- 6.7 The plans shall demonstrate compliance with the Indoor Water Conservation requirements contained in EMID Code Chapter 8.7, including, but not limited to, submittal of the Indoor Water Use Efficiency Checklist. The Checklist shall be updated, if necessary, prior to issuance of the Tenant Improvement.
(BD)
- 6.8 Elevators shall be sized to meet the gurney requirements.
(FIRE)
- 6.9 Sub-meters shall be provided for each individual dwelling unit. The required water meters shall be installed prior to occupancy.
(BD, E/PW)

INCLUDE FOR BUILDINGS 50' AND TALLER - DELETE IF NOT APPLICABLE

- 6.10 Upon determination by the City that the erection of structures within the development

results in decreased performance of the City's existing public safety communications system, the building owner shall: 1) authorize the City to install at two (2) locations on the roof top of the subject building, at the election of the City, a base transmitter/repeater (10" deep X 21" wide X 24" tall), a base antenna (2" diameter X 24" tall), at the City's sole expense; 2) provide reasonably accessible rooftop standard 120 volt AC power supplies; and 3) provide reasonable maintenance access therefore during normal business hours. Decreases in the public safety communications system performance shall be deemed to include a loss of radio contact or other radio interference resulting in a significant reduction in the performance of the public safety communications system.

(POL, FIRE)

Comment [KK1]: Waiting on verbiage from Fire/Police

- 6.11 Final development plans shall indicate that access to the buildings' roof area shall be granted to the City, if required, to install auxiliary transmitters and antennas.
(FIRE, POL)

7.0 PRIOR TO TENANT IMPROVEMENTS

- 7.1 Three (3) sets of an acoustical analysis, including one electronic or pdf version, shall be submitted, prepared by a licensed professional, specifying the manner in which interior noise levels will be reduced to the required Community Noise Equivalency Level (CNEL) per Title 24 of the California Administrative Code. The details of noise attenuation recommended in the report will be subject to the review and approval of the Chief Building Official.
(BD)

- 7.2 The applicant shall provide a letter describing the sustainable practices that are included in the project and referencing the sheets in the building permit drawings that demonstrate the inclusion of the sustainable practices, conforming to the "Sustainable Design Features" list dated received _____, on file in the Community Development Department, for review and approval by the Community Development Director.
(CDD)

- 7.3 The Final Map, including a tract map for condo purposes, if any, shall be recorded. Demolition and grading permits may be issued prior to recordation of the Final Map.
(BD, CDD)

- 7.4 If any solar panels will be located on the habitable building roofs, a 3 foot perimeter walkway and roof-top disconnect switches shall be required.
(BD)

- 7.5 Prior to issuance of the building permit, plans for the fire sprinkler system and fire alarm system in accordance with the California Fire Code, Title 15 of the Foster City Municipal Code, and NFPA 13 and 72 shall be submitted and approved by the Chief Building Official and Fire Marshal. Installation shall be completed and approved prior to building occupancy.

7.5.1 Fire sprinkler heads shall be included in all elevator pits.

7.5.2 A combination fire sprinkler and fire standpipe system (fire sprinkler risers shall also be fire standpipes) shall be provided for each building.

(CDD, BD,)

- 8.8 Backflow prevention devices shall be consistent with the most recent list of approved devices maintained by the County Department of Health.
(E/PW)
- 8.9 Landscape plans shall show all planting areas shall be protected from common vehicular traffic by the provision of a 6-inch high concrete curb. Rolled curbs are not acceptable.
(CDD)
- 8.10 Evidence that a licensed landscape architect registered with the State of California has prepared or reviewed and found acceptable the planting and irrigation plans, cost estimate, and documents describing the existing soil conditions, grading and soil preparation.
(CDD)
- 8.11 Documentation describing the existing soil conditions, proposed grading, and soil preparation as they relate to providing a compatible growing medium for the selected plant material.
(CDD)
- 8.12 At initial planting, all trees shall be a minimum of 15 gallons or larger and shall not be planted until they are inspected for size by the City. At least fifteen percent (15%) of the total number of trees approved as a part of the Landscape Plan shall be 24 inch or larger specimen trees to be planted along public rights-of-way or other locations as determined in the field by the Community Development Director. As and when trees are replaced they will be replaced by trees of the same species which shall be a minimum of 15 gallons or larger and shall not be planted until they are inspected for size by the City. Only specimen size trees shall replace specimen size trees.
(CDD, Prior to planting)
- 8.13 The Developer shall submit a letter signed and stamped by the licensed landscape architect verifying that the plants that have been selected for the bioretention area/swale are drought tolerant, inundation tolerant, and require minimal maintenance consistent with the C.3/C.6 Checklist, as provided in Appendix A of the San Mateo County Wide Water Pollution Prevention Program's C.3 Stormwater Technical Guidance Handbook at www.flowstobay.org.
(E/PW, CDD)

INCLUDE REFERENCE TO ANY RELEVANT MASTER LANDSCAPE GUIDELINES -- IF APPLICABLE. OTHERWISE - DELETE

- 8.14 Plant materials used on the exterior of the buildings and site, both in the initial installation and any future modifications, shall be consistent with the _____ Guidelines. Any future modifications shall require review and approval of the Community Development Director.
(CDD)

DELETE IF NOT APPLICABLE TO THE PROJECT

- 8.15 Prior to issuance of a Building Permit, the applicant shall design for general public use, bicycle trails throughout the development with provisions for bicycle storage

facilities to the satisfaction of the Engineering Division. Bike trails shall be constructed according to plan.
(E/PW, CDD)

- 8.16 Prior to issuance of a Building Permit, the applicant shall design a comprehensive pedestrian walkway system throughout the development to the satisfaction of the City and in compliance with the General Plan. The pedestrian walkway system shall be constructed according to plan.
(BD, CDD)

9.0 GENERAL CONSTRUCTION PRACTICES

- 9.1 Construction activities shall be limited to the hours of 8 a.m. to 5 p.m. on weekdays unless deviations from this schedule are approved in advance by the City. Nonconstruction activities may take place between the hours of 7 a.m. and 8 a.m. on weekdays and 9 a.m. and 4 p.m. on Saturdays but must be limited to quiet activities and shall not include the use of engine-driven machinery. No actual construction activities may take place between 7 a.m. and 8 a.m., except when post-tension slab foundations are being poured, the concrete pumper may be set up but no concrete may be poured. Forklifts shall be allowed to operate onsite between the hours of 5 p.m. and 6:30 p.m. on weekdays. The Planning Commission reserves the right to rescind this condition and further restrict construction activities in the event that the public health, safety and welfare are not protected due to noise levels emanating from the construction project.
(PC, BD, CDD)
- 9.2 In order to minimize construction noise impacts, all engine-driven construction vehicles, equipment and pneumatic tools shall be required to use effective intake and exhaust mufflers; equipment shall be properly adjusted and maintained; all construction equipment shall be equipped with mufflers in accordance with OSHA standards.
(BD)
- 9.3 The applicant or any future owner shall provide and conduct regular maintenance of the site in order to eliminate and control the accumulation of trash, excess/waste materials and debris.
(CDD)
- 9.4 All construction shall be completed and maintained in a professional manner and appearance.
(CDD)
- 9.5 The property owners/tenants are prohibited from discharging any commercial fertilizers, pesticides or herbicides into the lagoon or water features.
(E/PW)
- 9.6 Trash removal shall occur as often as necessary in order to keep all trash containers free of overflowing trash and materials.
(CDD)

- 9.7 At all times the requirements of the City's Sign Control Ordinance shall be followed. Signs announcing temporary sales or events and all other public convenience signs shall receive all required permits.
(CDD)
- 9.8 The store service area and parking lots shall at all times be kept free of storage materials, pallets, boxes and other materials. These areas of the store and site shall be policed as often as necessary in order to keep the rear and service area of the store and site neat and clean.
(CDD)
- 9.9 The applicant/property owners/tenants shall control accumulations of petroleum wastes and other pollutants in the streets and parking areas by frequent sweeping.
(CDD)
- 9.10 The construction contractor shall place all stationary construction equipment so that emitted noise is directed away from sensitive receptors nearest the project site.
(BD)
- 9.11 The construction contractor shall locate equipment staging in areas that will create the greatest possible distance between construction-related noise sources and noise-sensitive receptors nearest the project site during all project construction.
(BD)
- 9.12 The following controls shall be implemented at all construction sites within the project to control dust production and fugitive dust.
- Water all active construction areas at least twice daily and more often during windy periods; active areas adjacent to existing sensitive land uses shall be kept damp at all times, or shall be treated with non-toxic stabilizers to control dust;
 - Cover all trucks hauling soil, sand, and other loose materials or require all trucks to maintain at least 2 feet of freeboard;
 - Pave, apply water three times daily, or apply (non-toxic) soil stabilizers on all unpaved access roads, parking areas, and staging areas at construction sites;
 - Sweep daily (with water sweepers) all paved access roads, parking areas, and staging areas at construction sites; and
 - Sweep streets daily (with water sweepers) if visible soil material is carried onto adjacent public streets.
 - Blowing dust shall be reduced by timing construction activities so that paving and building construction begin as soon as possible after completion of grading, and by landscaping disturbed soils as soon as possible.
 - Water trucks shall be present and in use at the construction site.
 - All portions of the site subject to blowing dust shall be watered as often as deemed necessary by the City in order to insure proper control of blowing dust for the duration of the project.
 - Watering on public streets shall not occur.
 - All vehicle speeds on unpaved roads shall be limited to 15 mph.
 - All roadways, driveways, and sidewalks to be paved shall be completed as soon as possible. Building pads shall be laid as soon as possible after grading unless seeding or soil binders are used.

- Idling times shall be minimized either by shutting equipment off when not in use or reducing the maximum idling time to 5 minutes (as required by the California airborne toxics control measure Title 13, Section 2485 of California Code of Regulations (CCR). Clear signage shall be provided for construction workers at all access points.
- All construction equipment shall be maintained and properly tuned in accordance with manufacturer's specifications. All equipment shall be checked by a certified visible emissions evaluator.
- Streets will be cleaned by street sweepers or by hand as often as deemed necessary by the City Engineer.
- Watering associated with on-site construction activity shall take place between the hours of 8 a.m. and 7 p.m. and shall include at least one late-afternoon watering to minimize the effects of blowing dust.
- All public streets and medians soiled or littered due to this construction activity shall be cleaned and swept on a daily basis during the workweek to the satisfaction of the City.
- Post a publicly visible sign with the telephone number and person to contact regarding dust complaints. This person shall respond and take corrective action within 48 hours. The Air District's phone number shall also be visible to ensure compliance with applicable regulations.

(BD)

- 9.13 The developer's registered Engineer shall notify the City Engineer, in writing, at least 72 hours in advance of all differences between the proposed work and the design indicated on the plans. Any proposed changes shall be subject to the approval of the City before altered work is started. Any approved changes shall be incorporated into the final as-built drawings.
(E/PW)
- 9.14 The General Contractor shall provide qualified supervision on the job site at all times during construction.
(BD)
- 9.15 All work shall conform to the applicable City/District codes. Good housekeeping practices shall be observed at all times during the course of construction. Superintendence of construction shall be diligently performed by a person or persons authorized to do so at all times during working hours. The storing of goods and/or materials on the sidewalk and/or the street will not be allowed unless a special permit is issued by the Engineering Division.
(CDD, E/PW)
- 9.16 All davits shall be stowed behind the parapet or roof screen wall when not in use.
(CDD)
- 9.17 The applicant shall require all contractors to obtain and submit to City any transportation permits required by Caltrans. Contractors are further required to obtain a transportation permit from City for hauling on local streets. All vehicles hauling materials to the project site that exceed 12,000 pounds gross weight shall follow established truck route streets to the closest point of the job site unless directed otherwise by the City Engineer.
(E/PW)

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demolition activities, and any required worker health and safety procedures shall be incorporated into the contractor's specifications for the project. The disposition of hazardous building material wastes shall also be considered in the preparation of the Waste Management Plan required pursuant to the City's Ordinance 523. Documentation of the surveys and abatement activities shall be provided to the City prior to the demolition of structures located at the project site.
(E/PW, FIRE)

10.0 PRIOR TO OCCUPANCY

- 10.1 The Public Works Department shall inspect all public facilities (i.e. curb, gutter, sidewalk, roadway, etc.) and any determined to be damaged, settling or uplifting shall be marked by the Department and the development/owner shall replace in kind at owners cost.
(E/PW)
- 10.2 Following utility work in the street, all pavement shall be restored. The City Engineer may require directional drilling.
(E/PW)
- 10.3 Prior to Occupancy, a post construction survey of the pavement/roadway along the approved construction haul routes shall be performed by the same firm that performed the pre-construction condition survey. Based on the results of the survey, the City will determine a reimbursement amount from the applicant to cover the costs to restore the roadways affected, to the pre-construction condition.
- 10.4 Any development involving one or more acres of total land area must file a Notice of Termination to the State Water Resources Control Board at the completion of construction and submit a copy to the Public Works Department.
(E/PW)
- 10.5 The City shall be provided with Final AutoCAD (latest version) compatible files (DXF or DWG) and PDF for all computer generated mapping, construction plans and graphic information related to site/civil drawings for this project.
(E/PW)
- 10.6 Prior to opening, details of sales office and model homes, including special landscaping, signing, parking and lighting shall be approved by staff.
(CDD)
- 10.7 The temporary construction fencing and all construction related equipment and materials shall be removed prior to the final inspection and issuance of the Certificate of Occupancy.
(CDD)
- 10.8 All pertinent conditions of approval and all improvements shall be completed to the satisfaction of the City and so reported on the sign-off sheet in the Use Permit file. The project shall be built in substantial compliance with the approved plans on record in the City.
(CDD)

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- 10.9 The applicant must provide recorded easements for access by Police, Fire and Public Work vehicles responding to emergencies or maintaining, exercising, flushing or testing emergency equipment including fire hydrants, fire department connections, and any public utilities on the site. Easements must be to the satisfaction of the City/District Engineer and the Fire Marshal.
(E/PW, FIRE)
- 10.10 All street addresses shall be clearly visible from the adjacent street. Numerals shall be of a size satisfactory to the Fire and Police Departments. Buildings not fronting on a roadway shall be required to have their locations identified along the vehicle roadway nearest the building or at other locations as determined by the Fire and Police Departments.
(CDD, FIRE, POL)
- 10.11 For commercial buildings, the street number numerals shall be no less than 6 inches in height and shall be of a contrasting color to the background surface to which they are attached. Rear building entrance doors shall also be clearly marked with building number identification so that they can be found quickly in emergencies. All building identification numbers shall be provided with a light source or internally illuminated during the hours of darkness. If internally illuminated signage is proposed, prior approval from the Community Development Department shall be obtained.
(CDD, FIRE, POL)
- 10.12 All residential street addresses shall be internally illuminated.
(CDD, FIRE, POL)
- 10.13 Prior to final building inspection, the property owner shall submit a Maintenance Agreement for Stormwater Treatment Measures and Hydromodification Management Controls, including a Maintenance Plan pertinent to the type(s) of measures included in the project, pursuant to the San Mateo Countywide Water Pollution Prevention Program (www.flowstobay.org). Following review and approval by City staff, the property owner shall have the Maintenance Agreement recorded prior to building occupancy approval. The Maintenance Agreement shall be made a part of any CC&Rs recorded for the property and shall include the following statements:
- The property owner shall be responsible for conducting all servicing and maintenance as described and required by the approved Maintenance Plan(s). Maintenance of all site design and treatment control measures shall be the owner's responsibility.
 - Site access shall be granted to representatives of the City, the San Mateo County Mosquito and Vector Control District, and the Water Board, at any time, for the sole purpose of performing operation and maintenance inspections of the installed stormwater treatment systems.
- (E/PW)
- 10.14 Prior to final occupancy, the C.3 and C.6 Project Closeout Form shall be completed by City staff and placed in the project file.
(E/PW)
- 10.15 Additional plant materials may be required by the Community Development Director and shall be planted prior to final occupancy in order to screen utility connections,

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10.23 Prior to occupancy the existing storm drain pipe lines on the project site and downstream to the nearest lagoon inlet shall be cleaned and sediment removed at the completion of the project. Applicant shall submit a map illustrating the route to be televised for approval of the City/District Engineer prior to sediment removal. The storm drain pipe lines shall be televised after cleaning to verify that the sediment has been removed and to identify any damages to the storm drain pipe lines during construction. A post construction survey report shall be prepared identifying facilities to be repaired and confirming removal of sediment from storm lines. Sediment left in mains shall be subject to re-cleaning at the applicant's sole cost.
(E/PW)

10.24 Prior to occupancy the applicant shall arrange a joint field meeting with representatives of the Water Department to perform a visual survey of the condition of the existing water distribution system (including testing of valves and appurtenances) in the vicinity of the project site. The applicant shall prepare a post-construction survey report to be submitted to the Foster City Public Works Department for review. Report shall document any necessary repairs required to the existing water supply infrastructure. The applicant shall be responsible for constructing and financing any such repairs.
(E/PW)

INCLUDE FOR RESIDENTIAL PROJECTS ONLY - DELETE IF NOT APPLICABLE

10.25 Prior to occupancy, an Affordable Housing Covenant in a form acceptable to the City governing the provision of the affordable units per the _____ Master Development Agreement between the City of Foster City and _____, shall be recorded.
(CDD)

10.26 Twenty percent (20%) of all units in each phase shall be included in an affordable housing program. The required income categories shall be as set forth in the _____ Development Agreement.
(CDD)

BOLD: INDICATES SITE SPECIFIC CONDITION

INCLUDE IF MITIGATION MONITORING AND REPORTING PROGRAM IS INCLUDED WITH THE ENVIRONMENTAL ANALYSIS

EXHIBIT B



PROPERTY IMPROVEMENTS APPLICATION SUBMITTAL REQUIREMENTS

CITY OF FOSTER CITY ▪ COMMUNITY DEVELOPMENT ▪ PLANNING/CODE ENFORCEMENT

Most exterior modifications/improvements on residential and commercial properties require Architectural Review and/or Planning approval. The application will be reviewed either by staff or the Planning Commission, depending on the type of improvement proposed. **Please check with a planner if you are unsure about any aspect of the application process.**

LANDSCAPE MODIFICATIONS

Submission Checklist

- A COMPLETED APPLICATION FORM**

One copy of a signed application, including the property owner's signature or letter from property owner authorizing agent signature.
- APPLICABLE FEE (see Fee Schedule)**

Applications subject to "actual cost" require an initial deposit against which staff time and materials are charged. If the staff time spent on your project exceeds your deposit (the initial application fee/deposit), you will be billed accordingly.
- ARBORIST REPORT**
 - Rationale for tree removals/replacements and consistency with approved landscape plans
 - Photographs of trees proposed to be removed
- PLANS/DRAWINGS (BOUND OR STAPLED)**
 - 4** **10** copies of fully dimensioned plans, measuring 8.5" x 11" or 11" x 17"
- SITE PLAN OR LANDSCAPE PLAN**
 - Identify the location of all landscaping/trees proposed to be removed. Locate and identify all existing major trees and shrubs and areas of ground cover, lawn, concrete and wood decking.
 - Identify the location of all proposed replacement landscaping/trees. Detailed information regarding replacing the trees/landscaping including location, size, species, and number of replaced trees. The replaced trees and plant materials must be drought tolerant, compatible with the Foster City Climate Zone and consistent with the aesthetic characteristic of the existing approved plant palette.
 - Correlate the locations identifying on the site plan with the Tree Removal/ Replacement Table below (print and include on plans or in Arborist Report).
- ADDITIONAL ITEMS (IF APPLICABLE)**
 - Letter from Homeowners' Association
 - Outdoor Water Use Efficiency Checklist; Stormwater Control Measures for Small Projects

Note: For houses in the R-1 zoning district, a tree removal permit is not required for trees on the property.

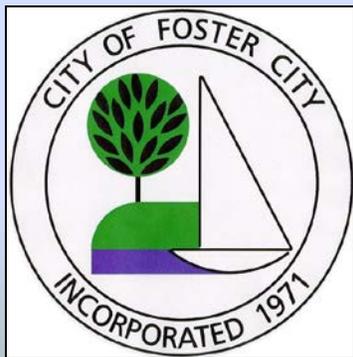
TREE REMOVAL/REPLACEMENT TABLE:

Tag #	Location	Tree (species) Proposed to be Removed	Replacement Tree/Plant Material		
			Species (Common/Latin)	Size	Spacing

Property Improvements

in residential and commercial developments

*a practical guide to assist property managers in understanding
Foster City's review processes for property improvements
in residential and commercial planned developments*



prepared by

CITY OF FOSTER CITY

Community Development Department

610 Foster City Boulevard

December 2013 (Revised)

www.fostercity.org

Introduction

In Foster City almost every type of property improvement requires a permit issued by the City. This includes common projects like changes to common-area landscaping, installation of lighting, installation of new windows, doors and skylights, repainting with new colors, and many more. Before starting any construction project or property improvement, it must be reviewed and approved by the City.

Foster City has very high standards for property maintenance and architectural design, as these standards are what help keep the City's private and public properties looking well-maintained. As improvements are made to various developments, it is staff's duty to ensure that those improvements continue to maintain the City's existing high-quality appearance. In residential planned developments for example, property improvements are evaluated to ensure that they uphold the specific architectural character of each development, thereby preserving its high-quality appearance and maintaining its overall value.

To help property managers better understand how the City administers the review and approval of various property improvements, the Community Development Department has prepared this general information guide. It addresses the "who, what, where, when, why, and how" of property improvements to both residential and commercial developments. Property managers often indicate that they are unaware of the City's requirements for property improvements. This guide is intended to answer common questions regarding the City's regulations and review processes.

Applicable City Ordinances, Regulations, and Guidelines. There are several sections of the Foster City Municipal Code, as well as specific Policies adopted by the City Council and Planning Commission, that guide the City's review of property improvements in residential and commercial developments. Some of these are highlighted below:

- *Chapter 17.36 (Planned Development Combining District) of the Foster City Municipal Code* – This chapter establishes the development standards for properties in a Planned Development zoning district, including the establishment of General Development and Specific Development Plans.
- *Chapter 17.58 (Architectural Control and Supervision) of the Foster City Municipal Code* – This chapter establishes the procedures and criteria for property improvements to ensure that the high standards of architectural design that distinguish the City are maintained.
- *Chapter 2.28 (Planning) of the Foster City Municipal Code* – This chapter establishes the City's ability to regulate land development through planning and includes the purposes and principles of architectural and site plan review.
- *Planning Commission Policy P-1-94 (Prototype Designs in Residential Planned Developments)* – This Policy establishes the process for review and approval of prototypical designs for property improvements in residential planned developments (Ordinance No. 433 approved by the City Council on August 19, 1996, and Ordinance No. 551 approved on October 19, 2009 supersede some of the information contained in the policy).

If the City's Ordinances and policies are not followed, there are several actions the City can take. The City can require property improvements to be removed or modified to conform to City standards, or penalty fees can be assessed to property owners for beginning construction without the approved permits, making the cost of a permit up to twice its normal cost. **It is important to always contact the City before starting work on any kind of property improvement.**

Projects that Require City Review

Because virtually all types of property improvements require City review, it is important to contact the Community Development Department *prior* to beginning a project. Although staff might determine that a proposed improvement does not require formal review and is “exempt,” it is always safe to check first. Most improvements do require City review and are not exempt because they result in changes from existing conditions that affect the overall appearance or design of a site or building. The table below highlights some of the projects that require City review:

Type of Improvement	Reviewing Authority
Accessory structures (sheds, patio covers, trellises, arbors)	Community Development Director
Antennas (some types and sizes are exempt)	Community Development Director or Planning Commission (if antennas are not completely screened from off-site view)
Emergency Generators	Community Development Director
Exterior Lighting	Community Development Director
Fences	Community Development Director
Landscape modifications (<u>any</u> change in plant materials)	Community Development Director
Parking lot re-striping	Community Development Director or Planning Commission (if changing design of parking lot)
Painting/repainting exterior of building	Community Development Director or Planning Commission (if a shopping center)
Play structures/playgrounds/tot lots	Community Development Director
Prototype designs for residential developments <ul style="list-style-type: none"> ✓ awnings ✓ exterior siding ✓ garage doors ✓ roof materials and colors ✓ solariums ✓ windows 	Community Development Director or Planning Commission, per Planning Commission Policy P-1-94
Rooftop Equipment (air conditioning, solar panels, skylights)	Community Development Director or Planning Commission (if resulting in substantial change to exterior appearance of building)
Signage	Community Development Director or Planning Commission (if Sign Use Permit)
Special events (block parties, parking lot events, multi-property garage sales)	Community Development Director
Temporary Uses	Community Development Director
Trash enclosures	Community Development Director
Tree or plant removal/replacement	Community Development Director
Windows and Doors	Community Development Director

It is important to note that the list above is not exhaustive and that there are other property improvements that require City review. Before beginning any property improvement, it is important to contact the City to verify whether or not a permit is needed.

Types of City Review

Depending on the type of property improvement, there can be various “stages” of the City’s review. Because most improvements require review by the Community Development Director (as noted in the table above), approval of a “zoning” permit is usually the first step. After approval of the planning permit, a building permit is typically required.

Zoning Permits – Typically referred to as “Architectural Review permits” or “Use Permits,” these permits allow the City’s planning staff to review the placement, impacts, appearance and/or architecture of a project, including its consistency with any of the City’s applicable zoning laws. Although most zoning permits only require review and approval by the Community Development Director, sometimes improvements must be evaluated by other review bodies:

- *Interdepartmental Evaluation Committee (IDEC) review.* IDEC is a committee with a representative from every City department that meets weekly to review general business in the City. When a proposed improvement concerns matters not directly regulated by the Community Development Director, IDEC review is necessary to allow professionals in other City departments (such as Police, Fire, Parks, or Public Works) to evaluate the proposal and assess any public health, safety, or other issues.
- *Planning Commission review.* The Planning Commission is a committee of residents appointed by the City Council to review general planning matters in the City. Some property improvements cannot be approved by the Community Development Director and must be reviewed by the Planning Commission, pursuant to the City’s Municipal Code.

Building Permits – These permits approve the actual *construction* of a property improvement and are typically the second step in the City’s review process. Even if a property improvement is exempt from “Planning” review, it does typically require a building permit.

How to Obtain City Approval

Contacting the Community Development Department is the best way to initiate a property improvement. This should be done before buying any supplies or materials, before entering into a contract with an architect, a landscape architect, a contractor, or before beginning any construction. This will allow staff to determine whether any permits are needed, and if so, the extent of the approval process.

A typical approval process is highlighted below:

- Call the Community Development Department staff to discuss your project (or drop by City Hall)
- Contact your Homeowners Association and obtain a letter indicating their action on the proposal. The letter shall include the following:
 1. That the person is duly authorized representative of the HOA Board of Directors or Architectural Committee empowering to speak for the HOA on this matter, or that person in the organization that they work for is the duly authorized representative of the HOA and is empowered to speak for the HOA on this matter;
 2. The address of the property for which the project is proposed;
 3. The date on which the HOA Board or Architectural Committee reviewed the plans, and their specific findings and recommendations;
 4. The plan date on the plans reviewed by the HOA Board (this is necessary in order to ensure that Planning/Code Enforcement Division staff is looking at the same plans that the HOA or Architectural Committee reviewed);
 5. Any specific mitigation or modifications that the Architectural Committee or HOA Board is requesting be attached to the project.

(Continued on next page)

A Guide to Property Improvements

for residential and commercial property managers

- Apply for the zoning permit (Architectural Review, Sign Permit, Use Permit, etc.). This includes submitting:
 1. an application, signed by the property owner or homeowners association president/manager
 2. a fee/deposit for the review
 3. plans that clearly outline the nature of the project (scaled, dimensioned plans that illustrate existing conditions, what is going to be constructed/modified, it's size, location, design, etc.)
 4. catalogue brochures/cut sheets to illustrate features (window prototypes, etc.)
- Apply for Building Permit. This includes submitting:
 1. a completed application
 2. a fee (amount varies, taken as a percentage of the total job cost)
 3. plans/construction documents (4 sets) that clearly illustrate the details of all proposed work
- After approval of any zoning and building permits, begin construction

At the beginning of each year from January through March, the City offers a “no cost” review of prototype design applications for residential homeowners associations. Prototype designs are discussed in the next section. This annual review provides homeowners associations an opportunity to develop prototypical designs for residential property improvements, at no cost to the Association.

Prototype Designs in Residential Developments

The City has established a system of encouraging and approving “prototype designs” to ensure that the architectural character of each residential development is maintained in the long term. A prototype design establishes the specific design parameters for a property improvement (window replacements, for example) that can be applied uniformly throughout all the homes in a planned development. Prototypes ensure that as improvements are made to properties within a development, the design and appearance of each home remains consistent with the original design of the development.

The system provides many benefits to homeowners:

- Streamlined review process leads to fast issuance of building permits; sometimes this process may eliminate the need for a homeowner to obtain an Architectural Review permit (a typical requirement of any exterior home improvement) and immediately apply for a building permit.
- Reduces and/or eliminates fees associated with an Architectural Review permit.
- Ensures that design continuity is maintained in a development, thereby maintaining its overall appearance and preserving property values for homeowners.

The table below outlines the types of property improvements that require prototype designs prior to installation on a home in a planned development:

Improvement Requiring Prototype Design		Improvement NOT Requiring Prototype Design*	
(Approved by Planning Commission)	(Approved by Community Development Director)	(Requires Architectural Review approved by Community Development Director)	(Exempt from Architectural Review)
<ul style="list-style-type: none"> • Awnings 	<ul style="list-style-type: none"> • Windows • Garage doors • Solariums • House colors • Exterior siding • Roof materials and colors 	<ul style="list-style-type: none"> • Fences • Skylights • Front doors (new size) • Spas • Decks (not otherwise exempt) • Trellises • Gazebos • Patio covers • Air conditioning condenser units (not otherwise exempt) • All other improvements lower than the fence line 	<ul style="list-style-type: none"> • Front doors (same size) • Decks (non-waterfront, lower than 18”, at least 5’ from prop. line, and in R-1/PD district) • Air conditioning condenser units (ground-mounted units on non-waterfront properties in R-1/PD district) • Sun tunnels

* When a homeowners’ association has previously established a prototype for one of these improvements, applicants shall follow the specific approval process outlined when that prototype was approved by the City.

Information & Suggestions for Residential Property Managers

- ❖ Take advantage of the City's annual no cost review of proposed prototype improvement designs. At one of the Association's Fall meetings, discuss property improvements that homeowners want to install or construct the following Spring. Submit the required information for prototype designs (discussed in this Guide) to the City in December. The City will review the proposed improvements and respond so that by early Spring, when most homeowners want to have the work done, the designs have been reviewed.
- ❖ Through newsletters and flyers, remind property owners several times each year about the need to have the Association and the City approve review and approve all improvements to their property prior to installation or construction.

Information & Suggestions for Commercial Property Managers

- ❖ Obtain a copy of the zoning district regulations that apply to the subject building(s). Also, obtain a copy of the building's Architectural Review permit resolution and Conditions of Approval or Use Permit resolution and Conditions of Approval. These resolutions and conditions of approval also govern the construction, maintenance, permitted uses and general operations of the building(s) and site. If you have any questions, call the Community Development Department.
- ❖ Prior to entering into a lease agreement with a potential tenant be certain that the business use and/or density of the use proposed is allowed in the subject building and in the zoning district in which the building is located (The use or the density of a use may be regulated by the building's Architectural Review or Use Permit). If you have any questions, call the Community Development Department prior to entering into a lease.
- ❖ Obtain a copy of the City's Sign Control Ordinance (Chapter 15.12, of Title 15, Buildings and Construction, of the Foster City Municipal Code) and any special sign regulations pertaining specifically to the subject building(s). Prior to entering into a lease agreement with a potential tenant, inform them of the City's Sign Control Ordinance and special sign regulations.
- ❖ All newly installed rooftop equipment (EX. HVAC; special vents) requires review by the Community Development Department. Such equipment may require an Architectural Review permit and a Building Permit and must be screened by an existing or new parapet wall or specially designed equipment screen.
- ❖ Parking stalls, parking lots, driveways and driving aisles which were approved as a part of the original site permit may not be eliminated, converted to other uses or modified without the prior review and approval of the City.
- ❖ Landscaped areas and plant/hardscape materials approved as a part of the original site permit may not be eliminated, substituted, or converted to other uses without the prior review and approval of the City.
- ❖ Buildings may not be painted or stained a new color without the prior review and approval of the City. Buildings may be repainted or re-stained without prior City review using the original (or subsequently approved) paint or stain colors.
- ❖ Heating or air conditioning units may not be placed in window areas. Ground mounted HVAC equipment or generators require the prior review and approval of the City.

Common Problems and Mistakes

- ❖ A new property manager (or a new property management firm) takes over the duties of managing a property in Foster City but does not contact the City to advise it of the change, or to inquire about any special local rules and requirements that apply to the property.
- ❖ When a prototype design for an improvement is sought, a property owner, tenant or a contractor, (rather than the property manager who may/should have experience), is given the task of obtaining City approval even though the property owner, tenant, or contractor has little or no experience obtaining approval for a prototype design. This often leads to the submittal of incomplete information to the City and a longer amount of time for the City review the proposal than would be the case if an experienced person worked with the City.
- ❖ Homeowners associations and property managers often have incomplete records of their past transactions with the City and therefore do not know what may already be approved or denied by the City.

Best Practices

In order to avoid the common mistake of beginning a project that might require City review, the following "best practices" are recommended:

- ❖ Anytime you are contemplating any property improvement to any property, prior to expending any money, signing any contracts, or installing any improvements, call the Community Development Department and ask for a meeting to discuss the idea. No plans or professional design assistance is required for the meeting and there is no cost for such a meeting.
- ❖ When talking in person with any member of the Community Development Department staff, ask for their business card and write the date on the back of the card. If talking with staff by telephone, ask for and write down their name, position and telephone number or electronic mail address.
- ❖ Take advantage of the annual "no cost" City review of proposed prototypical property improvements.
- ❖ Whenever seeking approval for (or submitting an application for) a new "prototype" improvement for one of the Planned Developments you manage, bring a manufacturer's brochure and/or pictures of the improvement to discuss with City staff. Also, prepare a letter that outlines all details of the prototype design and answers the basic questions of "Who?, What?, Where?, When?, Why?, & How?"
- ❖ Do not rely on the experience of contractors or sales people who may tell you that your project does not require a permit in Foster City because it does not require a permit in other nearby cities. Cities often have different laws regarding zoning and what types of projects need a permit and what projects do not.
- ❖ Prior to purchasing an improvement or entering into a contract with a contractor, contact the staff in the Community Development Department regarding the feasibility and acceptability of the improvement, required permits, application fees, and approval processes.
- ❖ Do not make an improvement first and seek a permit later. This can lead to the imposition of penalty fees by the City (which can more than double the cost of the permit) and worse, if it is not approved, the improvement may be required to be removed (resulting in the money spent being wasted).
- ❖ Subscribe to and read the local newspapers serving Foster City. Additionally, press releases, special advertisements and legal advertisements are placed in these newspapers advising the public of important upcoming City Council or Planning Commission meetings which may be of interest to your clients.
- ❖ Regularly review the City's web site at www.fostercity.org. The site is filled with information about the City that may be of use to you or your clients and is a convenient way to review press releases, public notices and the agendas for City Council and Planning Commission meetings.

Best Practices

- ❖ When landscaping changes or changes to the exterior of a building are contemplated, call Planning/Code Enforcement Division staff and request a field meeting at the site or building to discuss ideas. (There is no charge for this service.)
- ❖ Notify residents/tenants prior to beginning any major property improvement and inform them of the work being done and when it is expected to be completed.
- ❖ The City should be contacted when property managers or homeowners association presidents change to ensure that the City's contact list is kept current and maintained accurately.
- ❖ Property managers should keep a file with copies of all prototype designs for each homeowners association they manage. Copies of missing prototype designs may be obtained at City Hall.
- ❖ Prior to purchasing or installing a property improvement, or hiring a contractor to perform the work, **call the Community Development Department to verify whether a permit is needed!**
- ❖ Annually, mail out a complete set of all proposed and approved prototype designs affecting the properties that you manage.
- ❖ Advise property owners that some changes to prototype designs for property improvements require the review of policies by the Planning Commission in a public meeting. In order to know which specific types of prototypes require Planning Commission review, check with the Planning/Code Enforcement Division staff in the Community Development Department prior to filling an application or purchasing anything.
- ❖ Review the key provisions of prototypes in the Association's monthly or quarterly newsletters.

Working with the City

The role of a property manager as viewed by the City is that of the key liaison between the City and homeowners' associations/property owners, commercial building owners, or commercial building tenants. Residential associations and commercial property owners expect the City to work with them when they want to improve or repair property. They expect the permit review process to work smoothly, quickly, and with a minimum of uncertainty. The most practical way the City can meet these expectations is to work directly with, and through, property managers. This requires that property managers become and remain knowledgeable about Foster City's ordinances, requirements, and processes.

If you are new to managing a property in Foster City, please call the Community Development Department and arrange an appointment with staff. We will provide copies of all ordinances and special requirements affecting the property that you are managing, and will review the permit review processes affecting the property.

Who to Contact with Questions

The Community Development Department is located at City Hall, 610 Foster City Boulevard, at the corner of East Hillsdale and Foster City Boulevards, in Foster City. Each division may be contacted as noted:

for questions regarding zoning permits:
Planning/Code Enforcement Division
tel. 650/286-3225
email. planning@fostercity.org

for questions regarding building permits:
Building Inspection Division
tel. 650/286-3227
email. building@fostercity.org

Additional information is also available on the web. Visit the City's web site at:
www.fostercity.org

Attachment 4

4 - SUSTAINABILITY AND SMART GROWTH

Sustainably oriented Goals, Policies and Programs emphasize environmentally responsible construction techniques and conservation of resources. They encourage sustainability and “smart growth” measures for both new and existing development, ranging from those that encourage green building practices and energy conservation to encouraging infrastructure for electric vehicles, in a healthy, cost-effective way to improve the community. Since Foster City is a planned community, development is focused in concentrated, compact, walkable urban centers that avoid sprawl and advocate supporting land uses such as schools, shops and community gathering places within short distances to residential neighborhoods.

LUC-H	Foster a More Sustainable Community Strive to be a community that meets the needs of the present without compromising the ability of future generations to meet their own needs by promoting land use strategies that decrease reliance on automobile use, increase the use of alternative modes of transportation, maximize efficiency provision of services and reduce emissions of GHGs.	
	LUC-H-1	Promote sustainability. Encourage sustainability efforts of residents and business owners. Foster the use of technology to improve sustainability, e.g., irrigation controls coordinated with the weather, sustainable remodeling guidelines for homes, use of recycled water for landscaping irrigation, infrastructure for electric vehicles, etc.
	LUC-H-1-a	Green Building Guidelines and Incentives. The City will support the use of green building practices by: a. Providing information, marketing, training, and technical assistance about green building practices; b. Considering guidelines for green building practices in residential and commercial development; and c. Implementing sustainable practices where feasible in public buildings and spaces. <i>Responsibility: Community Development Department</i> <i>Timeframe: Upon completion of the Land Use and Circulation Element Update</i>
	LUC-H-2	Reduce GHG Emissions. The City will strive to reduce GHG emissions by reducing vehicle miles traveled by supporting trip reduction programs and encouraging the use of alternative fuels and transportation technologies.
	LUC-H-2-a	Climate Action Plan. The City will prepare, adopt and implement a comprehensive Climate Action Plan (CAP) to achieve its fair share of statewide emissions reductions for the 2020 timeframe consistent with

			<p>AB32. The CAP will specify the strategies, measures and actions to be taken for each inventory sector (transportation, electricity, solid waste, etc.) to achieve the overall emission reduction target, and include an adaptive management process that can incorporate new technology and respond when goals are not being met.</p> <p><i>Responsibility: City Manager’s Office and Community Development Department</i></p> <p><i>Timeframe: Upon completion of the Land Use and Circulation Element Update</i></p>
		LUC-H-2-b	<p>Vehicle Idling. The City will enforce State idling laws for commercial vehicles, including delivery and construction vehicles.</p> <p><i>Responsibility: Police Department</i></p> <p><i>Timeframe: Current and Ongoing</i></p>
	LUC-H-3	<p>Destinations within walking distance. Maintain a strong base of neighborhood serving uses such as religious facilities, parks and open space, personal services and shopping opportunities within walking distance of existing and new residential neighborhoods.</p>	
	LUC-H-4	<p>Development Fair Share. Ensure that all new development and redevelopment participate in appropriate impact fee or other reimbursement programs related to development impacts or circulation improvements, so that the improvement costs such as roadway improvements or provision of services is not born solely by the City or one development.</p>	
	LUC-H-5	<p>Tree and Landscape Planting. Look for opportunities throughout the City to increase tree and landscape planting or enhance landscaped areas by promoting drought tolerant species that grow well in Foster City, pursuant to the Outdoor Water Conservation Ordinance and other landscaped related guidelines.</p>	
		LUC-H-5-a	<p>Tree and Landscape Program. Include requirements for tree and landscape planting in all new developments and redevelopment in design review and landscape guidelines.</p> <p><i>Responsibility: Community Development Department</i></p> <p><i>Timeframe: Upon completion of the Land Use and Circulation Element Update</i></p>

Attachment 5

**NPDES Permit # CAS612008
FY 15-16 MRP Annual Report**

Address Location	am/Element	Facility ID	Record ID	Street Number	Street Name	City	Name
FOSTER CITY	3090	FA0025641	PR0040264	751	CALIFORNIA	BURLINGAME	CALIFORNIA AUTO CENTER
FOSTER CITY	3090	FA0002146	PR0070117	1140	Triton	Foster City	Carl's Jr #705
FOSTER CITY	3090	FA0014978	PR0070136	501	FOSTER CITY	FOSTER CITY	VALERO
FOSTER CITY	3090	FA0026939	PR0070101	1058	SHELL	FOSTER CITY	INDIA CASH & CARRY
FOSTER CITY	3090	FA0002529	PR0070128	1489	BEACH PARK	FOSTER CITY	5 JOY RESTAURANT
FOSTER CITY	3090	FA0010237	PR0070102	1058	SHELL	FOSTER CITY	CHALET TICINO
FOSTER CITY	3090	FA0003137	PR0070103	1058	SHELL	FOSTER CITY	TOKIES TERIYAKI HOUSE
FOSTER CITY	3090	FA0027083	PR0070108	1080	FOSTER CITY	FOSTER CITY	TAI WU SEAFOOD RESTAURANT
FOSTER CITY	3090	FA0025217	PR0070114	1101	HILLSDALE	FOSTER CITY	CHEVRON STATION # 9-2600
FOSTER CITY	3090	FA0024426	PR0070172	969	EDGEWATER	FOSTER CITY	GENERAL NUTRITION CENTER
FOSTER CITY	3090	FA0026269	PR0070177	999	EDGEWATER	FOSTER CITY	PHILIPS LIQUOR
FOSTER CITY	3090	FA0029176	PR0070173	969	EDGEWATER	FOSTER CITY	OLIVE
FOSTER CITY	3090	FA0040777	PR0083171	1241	HILLSDALE	FOSTER CITY	ZOUVES FERTILITY CENTER
FOSTER CITY	3090	FA0023677	PR0069723	2401	3RD	FOSTER CITY	LINKS AT MARINERS POINT
FOSTER CITY	3090	FA0002913	PR0070115	1101	TRITON	FOSTER CITY	MCDONALDS RESTAURANT
FOSTER CITY	3090	FA0055540	PR0076575	1169	CHESS	FOSTER CITY	NEWCOMB MECHANICAL INC
FOSTER CITY	3090	FA0026513	PR0070105	1066	FOSTER CITY	FOSTER CITY	STARBUCKS COFFEE
FOSTER CITY	3090	FA0049627	PR0069868	1062	FOSTER CITY	FOSTER CITY	SOON KOREAN BBQ
FOSTER CITY	3090	FA0013252	PR0070166	929	EDGEWATER	FOSTER CITY	KOBE JAPANESE CUISINE & BAR
FOSTER CITY	3090	FA0002238	PR0070168	929	EDGEWATER	FOSTER CITY	PLAZA GOURMET
FOSTER CITY	3090	FA0000804	PR0070118	1141	TRITON	FOSTER CITY	PIZZA HUT #281095
FOSTER CITY	3090	FA0028675	PR0070124	1455	BEACH PARK	FOSTER CITY	THE BODY STUDIO EXPRESS
FOSTER CITY	3090	FA0004447	PR0070127	1473	BEACH PARK	FOSTER CITY	SWEET BASIL THAI CUISINE
FOSTER CITY	3090	FA0000729	PR0070162	901	EDGEWATER	FOSTER CITY	RICKSHAW CORNER RESTAURANT
FOSTER CITY	3090	FA0002622	PR0070165	919	Edgewater	Foster City	Lucky #710
FOSTER CITY	3090	FA0026510	PR0070106	1070	FOSTER CITY	FOSTER CITY	99 RANCH MARKET
FOSTER CITY	3090	FA0048960	PR0070170	949	EDGEWATER	FOSTER CITY	COOKING PAPA

**NPDES Permit # CAS612008
FY 15-16 MRP Annual Report**

Address Location	am/Element	Facility ID	Record ID	Street Number	Street Name	City	Name
FOSTER CITY	3090	FA0028649	PR0070152	531	FOSTER CITY	FOSTER CITY	IHOP #3063
FOSTER CITY	3090	FA0028456	PR0070155	800	FOSTER CITY	FOSTER CITY	CAFE AT THE J
FOSTER CITY	3090	FA0014283	PR0070157	800	METRO CENTER	FOSTER CITY	EUREST @ VISA
FOSTER CITY	3090	FA0027934	PR0070158	801	METRO CENTER	FOSTER CITY	EUREST @ VISA
FOSTER CITY	3090	FA0046898	PR0070161	900	METRO CENTER	FOSTER CITY	VISA METRO 1 CAFE
FOSTER CITY	3090	FA0029002	PR0070164	901	METRO CENTER	FOSTER CITY	EUREST @ VISA
FOSTER CITY	3090	FA0037654	PR0069722	1450	TARPON	FOSTER CITY	BOWDITCH MIDDLE SCHOOL
FOSTER CITY	3090	FA0018067	PR0069729	390	FOSTER CITY	FOSTER CITY	FOSTER CITY TOUCHLESS CAR WASH
FOSTER CITY	3090	FA0009877	PR0069736	909	HILLSDALE	FOSTER CITY	FOSTER CITY LIFT STA #29
FOSTER CITY	3090	FA0028832	PR0069741		BLUEFISH	FOSTER CITY	CITY OF FC-LIFT STATION 16
FOSTER CITY	3090	FA0028837	PR0069742		HILLSDALE	FOSTER CITY	CITY OF FC-LIFT STATION 9
FOSTER CITY	3090	FA0028828	PR0069743		EDGEWATER	FOSTER CITY	CITY OF FC-LIFT STATION 34
FOSTER CITY	3090	FA0028836	PR0069744		GULL	FOSTER CITY	CITY OF FC-LIFT STATION 10
FOSTER CITY	3090	FA0028835	PR0069745		KILDEER	FOSTER CITY	CITY OF FC-LIFT STATION 12
FOSTER CITY	3090	FA0028833	PR0069746		CHESS	FOSTER CITY	CITY OF FC-LIFT STATION 15
FOSTER CITY	3090	FA0028838	PR0069747		PILGRIM	FOSTER CITY	CITY OF FC-LIFT STATION 1
FOSTER CITY	3090	FA0028831	PR0069748		POMPANO	FOSTER CITY	CITY OF FC-LIFT STATION 18
FOSTER CITY	3090	FA0028830	PR0069749		SHELL	FOSTER CITY	CITY OF FC-LIFT STATION 22
FOSTER CITY	3090	FA0028834	PR0069750		TURNSTONE	FOSTER CITY	CITY OF FC-LIFT STATION 14
FOSTER CITY	3090	FA0028829	PR0069751		VELOCITY	FOSTER CITY	CITY OF FC-LIFT STATION 28
FOSTER CITY	3090	FA0018068	PR0069730	501	FOSTER CITY	FOSTER CITY	VALERO STORE #7044
FOSTER CITY	3090	FA0033101	PR0069921	900	METRO CENTER	FOSTER CITY	VISA
FOSTER CITY	3090	FA0033103	PR0069732	800	METRO CENTRE	FOSTER CITY	VISA INTERNATIONAL
FOSTER CITY	3090	FA0033102	PR0069733	801	METRO CENTRE	FOSTER CITY	VISA INTERNATIONAL
FOSTER CITY	3090	FA0058281	PR0080800	950	TOWER	FOSTER CITY	HUDSON METRO CENTER, LLC
FOSTER CITY	3090	FA0037702	PR0069712	1001	HILLSDALE	FOSTER CITY	TR PARKSIDE TOWERS CORP
FOSTER CITY	3090	FA0058829	PR0081481	923	HILLSDALE	FOSTER CITY	METRO CLEANERS

**NPDES Permit # CAS612008
FY 15-16 MRP Annual Report**

Address Location	am/Element	Facility ID	Record ID	Street Number	Street Name	City	Name
FOSTER CITY	3090	FA0054090	PR0074753	1001	HILLSDALE	FOSTER CITY	GUIDEWIRE SOFTWARE INC
FOSTER CITY	3090	FA0029780	PR0069721	1221	CHESS	FOSTER CITY	CROWNE PLAZA
FOSTER CITY	3090	FA0029646	PR0069740	999	EDGEWATER	FOSTER CITY	KENT CLEANERS
FOSTER CITY	3090	FA0022443	PR0069713	1001	METRO CENTER	Foster City	Costco Wholesale #147
FOSTER CITY	3090	FA0003100	PR0069912	100	LINCOLN CENTRE	FOSTER CITY	FOSTER CITY CORP YARD
FOSTER CITY	3090	FA0018062	PR0069716	1101	Hillsdale	Foster City	CHEVRON STATION
FOSTER CITY	3090	FA0018066	PR0069734			FOSTER CITY	ARCO 06139
FOSTER CITY	3090	FA0054938	PR0077367	320	HATCH	FOSTER CITY	ASCEND GENOMICS
FOSTER CITY	3090	FA0052176	PR0072579	1084	FOSTER CITY	FOSTER CITY	ROUND TABLE PIZZA
FOSTER CITY	3090	FA0051598	PR0071912	939	EDGEWATER	FOSTER CITY	BURI TARA THAI CUISINE
FOSTER CITY	3090	FA0051337	PR0071324	1064	SHELL	FOSTER CITY	CHOW DOWN CATERING
FOSTER CITY	3090	FA0028023	PR0070153	550	SHELL	FOSTER CITY	COURTYARD BY MARRIOTT (THE MARKET)
FOSTER CITY	3090	FA0011634	PR0070159	841	GULL	FOSTER CITY	AUDUBON ELEMENTARY SCHOOL
FOSTER CITY	3090	FA0023797	PR0070095	1000	METRO CENTER	FOSTER CITY	NOAHS BAGELS
FOSTER CITY	3090	FA0011635	PR0070135	461	BEACH PARK	FOSTER CITY	FOSTER CITY ELEMENTARY
FOSTER CITY	3090	FA0050563	PR0070074	969	EDGEWATER	FOSTER CITY	WATERFRONT PIZZA
FOSTER CITY	3090	FA0053197	PR0073646	1495	BEACH PARK	FOSTER CITY	KENTA RAMEN
FOSTER CITY	3090	FA0051242	PR0071031	388	VINTAGE PARK	FOSTER CITY	EL TORITO RESTAURANT
FOSTER CITY	3090	FA0005220	PR0070171	950	TOWER	FOSTER CITY	CAFE SAVINI
FOSTER CITY	3090	FA0022285	PR0070097	1001	METRO CENTER	FOSTER CITY	COSTCO WHOLESAL
FOSTER CITY	3090	FA0024989	PR0070120	1151	POLYNESIA	FOSTER CITY	BREWER ISLAND SCHOOL
FOSTER CITY	3090	FA0027893	PR0070131	2401	3RD	FOSTER CITY	MARINERS POINT BAR LLC
FOSTER CITY	3090	FA0011637	PR0069926	1450	TARPON	FOSTER CITY	N BOWDITCH MIDDLE SCHOOL
FOSTER CITY	3090	FA0003586	PR0069879	921	Hillsdale	Foster City	Safeway 0999
FOSTER CITY	3090	FA0028334	PR0069717	1133	Chess	Foster City	Budget Truck Rental, LLC
FOSTER CITY	3090	FA0024667	PR0069731	610	FOSTER CITY	FOSTER CITY	CITY OF FOSTER CITY - CITY HALL
FOSTER CITY	3090	FA0009596	PR0069728	380	FOSTER CITY	Foster City	Caltrans-West Bay Region

**NPDES Permit # CAS612008
FY 15-16 MRP Annual Report**

Address Location	am/Element	Facility ID	Record ID	Street Number	Street Name	City	Name
FOSTER CITY	3090	FA0024474	PR0069715	1010	METRO CENTER	Foster City	ORCHARD SUPPLY HARDWARE #430
FOSTER CITY	3090	FA0029717	PR0069727	370	HATCH	FOSTER CITY	BAYSHORE AMBULANCE
FOSTER CITY	3090	FA0057961	PR0080399	355	LAKESIDE	Foster City	GILEAD SCIENCES INC
FOSTER CITY	3090	FA0057962	PR0080403	351	FOSTER CITY	Foster City	GILEAD SCIENCES INC
FOSTER CITY	3090	FA0056709	PR0078068	101	Lincoln Centre	Foster City	GILEAD SCIENCES INC
FOSTER CITY	3090	FA0053272	PR0075648	368	Lakeside	Foster City	Gilead Sciences Inc.
FOSTER CITY	3090	FA0053010	PR0073394	303	Velocity	Foster City	Gilead B303
FOSTER CITY	3090	FA0052491	PR0072767	384	FOSTER CITY	FOSTER CITY	GILEAD SCIENCES INC
FOSTER CITY	3090	FA0006755	PR0070257	344	Lakeside	Foster City	Gilead Sciences, Inc.
FOSTER CITY	3090	FA0034956	PR0070258	362	Lakeside	Foster City	GILEAD SCIENCES INC
FOSTER CITY	3090	FA0022784	PR0070259	346	LAKESIDE	FOSTER CITY	GILEAD SCIENCES
FOSTER CITY	3090	FA0016745	PR0070260	353	Lakeside	Foster City	GILEAD SCIENCES INC
FOSTER CITY	3090	FA0046028	PR0069913	301	Velocity	Foster City	Gilead Sciences Inc.
FOSTER CITY	3090	FA0030359	PR0069914	310	Lakeside	Foster City	GILEAD SCIENCES INC
FOSTER CITY	3090	FA0022943	PR0069919	335	LAKESIDE	FOSTER CITY	GILEAD SCIENCES
FOSTER CITY	3090	FA0028190	PR0069920	342	Lakeside	Foster City	GILEAD SCIENCES INC
FOSTER CITY	3090	FA0041094	PR0069739	987	HILLSDALE	FOSTER CITY	CVS/PHARMACY #9879
FOSTER CITY	3090	FA0058821	PR0081466	333	LAKESIDE	FOSTER CITY	GUCKENHEIMER AT GILEAD
FOSTER CITY	3090	FA0052575	PR0072881	1088	FOSTER CITY	FOSTER CITY	NEW SAIGON RESTAURANT
FOSTER CITY	3090	FA0060254	PR0082767	969	EDGEWATER	FOSTER CITY	MOO MOO YOGURT
FOSTER CITY	3090	FA0060247	PR0082755	309	VELOCITY	FOSTER CITY	GILEAD SCIENCES
FOSTER CITY	3090	FA0059136	PR0081861	1457	BEACH PARK	FOSTER CITY	AKISU SUSHI BAR AND GRILL
FOSTER CITY	3090	FA0058933	PR0081597	977	HILLSDALE	FOSTER CITY	CORNER BAKERY CAFE
FOSTER CITY	3090	FA0053984	PR0081556	1151	TRITON	FOSTER CITY	PENELOPE COFFEE AND TEA
FOSTER CITY	3090	FA0058819	PR0081464	300	LAKESIDE	FOSTER CITY	GUCKENHEIMER AT GILEAD
FOSTER CITY	3090	FA0058774	PR0081391	929 A	EDGEWATER	FOSTER CITY	FASHION WOK RESTAURANT
FOSTER CITY	3090	FA0058571	PR0081154	1000	METRO CENTER	FOSTER CITY	JAMBA JUICE #42

**NPDES Permit # CAS612008
FY 15-16 MRP Annual Report**

Address Location	am/Element	Facility ID	Record ID	Street Number	Street Name	City	Name
FOSTER CITY	3090	FA0058524	PR0081077	1000	METRO CENTER	FOSTER CITY	PIEOLOGY PIZZERIA #6022
FOSTER CITY	3090	FA0058288	PR0080815	969	EDGEWATER	FOSTER CITY	QUICKLY
FOSTER CITY	3090	FA0058202	PR0080700	933	HILLSDALE	FOSTER CITY	FIVE GUYS BURGERS AND FRIES
FOSTER CITY	3090	FA0056753	PR0078757	101	LINCOLN CENTERE	FOSTER CITY	GRAB N GO
FOSTER CITY	3090	FA0056589	PR0077903	1001	HILLSDALE	FOSTER CITY	SPECIALTYS CAFE AND BAKERY
FOSTER CITY	3090	FA0056556	PR0077869	1131	TRITON	FOSTER CITY	TACO BELL #30788
FOSTER CITY	3090	FA0055942	PR0077097	1169	CHESS	FOSTER CITY	PICADILLY CATERING
FOSTER CITY	3090	FA0055821	PR0076925	1088-C	SHELL	FOSTER CITY	TABLA INDIAN RESTAURANT
FOSTER CITY	3090	FA0055015	PR0075878	1001	METRO CENTER	FOSTER CITY	WAREHOUSE DEMO SERVICES # 147
FOSTER CITY	3090	FA0055023	PR0075900	969	EDGEWATER	FOSTER CITY	CHATIME
FOSTER CITY	3090	FA0053385	PR0074947	3	PLAZA VIEW	FOSTER CITY	SANDWICH MONKEY
FOSTER CITY	3090	FA0053583	PR0074047	1088-A	SHELL	FOSTER CITY	KHAO SAN THAI CUISINE
FOSTER CITY	3090	FA0023779	PR0070094	1000	METRO CENTER	FOSTER CITY	STARBUCKS COFFEE
FOSTER CITY	3090	FA0006100	PR0069881	973	HILLSDALE	FOSTER CITY	ABC SEAFOOD RESTAURANT

Attachment 6



Home / Public Works / Streets and Storm Drains

City Contacts

Public Works Maintenance

100 Lincoln Centre Drive
Foster City, CA 94404

Phone: 650-286-8140
Fax: 650-349-7204

- Click to send Email

Streets and Stormwater

If you notice stormwater issues, please contact the Foster City Public Works Department @ (650)286-8140.

The Street and Stormwater programs protect public and private property by providing safe and well-maintained street surfaces and effective drainage for surface water runoff.

The goal of the Foster City Stormwater Program is to ensure we are meeting the stormwater requirements under the National Pollutant Discharge Elimination System (NPDES) permit and to maintain the storm drainage system. The services provided under this program include the following:

- Clean stormwater inlets
- Stormwater maintenance and repair

The goal of street maintenance is to ensure that public roads are maintained in a safe operating condition. This includes:

- Bridge inspections
- Pavement maintenance and repair
- Sidewalk repair
- Graffiti abatement
- Making, installing and maintaining traffic control devices
- Curb painting maintenance
- Pavement marking maintenance
- Traffic control signs

Related Links:

- Foster City's Sidewalk Ordinance
- Foster City's Sewer Ordinance
- San Mateo Countywide Water Pollution Prevention Program
- City/County Association of Governments of San Mateo County
- San Francisco Bay Regional Water Quality Control Board
- California Water Environment Association
- Flows To Bay

featured more →

Related Pages

- LED Street Lights and Retrofit Project
- Sandbags
- Sidewalks
- Street Sweeping

Related Organizations

- CA MUTCD: California Manual on Uniform Traffic Control Devices
- NPDES: National Pollutant Discharge Elimination System
- STOPPP: Stormwater Pollution Prevention Program
- USA North: Underground Service Alert of Northern California and Nevada

Attachment 7

ORDINANCE NO 571

AN ORDINANCE OF THE CITY OF FOSTER CITY AMENDING TITLE 8 OF THE FOSTER CITY MUNICIPAL CODE HEALTH AND SAFETY BY ADDING CHAPTER 8 09 REUSABLE BAGS

CITY OF FOSTER CITY

IT IS SO ORDAINED by the City Council of the City of Foster City as follows

Section 1 Title 8 of the Foster City Municipal Code is hereby amended adding thereto Chapter 8 09 REUSABLE BAGS to read as follows

Chapter 8 09
REUSABLE BAGS

8 09 010	Findings and Purpose
8 09 020	Definitions
8 09 030	Implementation Date
8 09 040	Single-use Carry-out Bag
8 09 050	Recordkeeping and Inspection
8 09 060	Administrative Fine
8 09 070	Severability
8 09 080	Enforcement

8 09 010 Findings and Purpose

The City Council finds and determines that

- (a) The use of single-use carryout bags by consumers at retail establishments is detrimental to the environment public health and welfare
- (b) The manufacture and distribution of single-use carryout bags requires utilization of natural resources and results in the generation of greenhouse gas emissions
- (c) Single-use carryout bags contribute to environmental problems including litter in stormdrains creeks the bay and the ocean
- (d) Single-use carryout bags provided by retail establishments impose unseen costs on consumers local governments the state and taxpayers and constitute a public nuisance This City Council does accordingly find and declare that it should restrict the use of single use carry-out bags

8 09 020 Definitions

"Customer means any person obtaining goods from a retail establishment

Garment bag means a travel bag made of pliable durable material with or without a handle designed to hang straight or fold double and used to carry suits dresses coats or the like without crushing or wrinkling the same

Nonprofit charitable reuser" means a charitable organization as defined in Section 501 (c)(3) of the Internal Revenue code of 1986 or a distinct operating unit or division of the charitable organization that reuses and recycles donated goods or materials and receives more than fifty percent of its revenues from the handling and sale of those donated goods or materials

"Person means any natural person firm corporation partnership or other organization or group however organized

Prepared food means foods or beverages which are prepared on the premises by cooking chopping slicing mixing, freezing or squeezing and which require no further preparation to be consumed "Prepared food does not include any raw uncooked meat product or fruits or vegetables which are chopped squeezed or mixed

Public eating establishment" means a restaurant take-out food establishment or any other business that receives ninety percent or more of its revenue from the sale of prepared food to be eaten on or off its premises

Recycled paper bag" means a paper bag provided at the check stand cash register point of sale or other point of departure for the purpose of transporting food or merchandise out of the establishment that contains no old growth fiber and a minimum of forty percent post-consumer recycled content is one hundred percent recyclable and has printed in a highly visible manner on the outside of the bag the words Reusable and Recyclable that name and location of the manufacturer and the percentage of post-consumer recycled content

"Retail establishment means any commercial establishment that sells perishable or non-perishable goods including but not limited to clothing food and personal items directly to the customer and is located within or doing business within the geographical limits of the City of Foster City "Retail establishment does not include public eating establishments or nonprofit charity reusers

Reusable bag means either a bag made of cloth or other machine washable fabric that has handles or a durable plastic bag with handles that is at least 2 25 mil thick and is specifically designed and manufactured for multiple reuse A garment bag may meet the above criteria regardless of whether it has handles or not

Single-use carry-out bag means a bag other than a reusable bag provided at the check stand cash register point of sale or other point of departure including department within a store for the purpose of transporting food or merchandise out of the establishment. Single-use carry-out bags do not include bags without handles provided to the customer (1) to transport prepared food produce bulk food or meat from a department within a store to the point of sale (2) to segregate food or merchandise that could damage or contaminate other food or merchandise when placed together in a reusable bag or recycled paper bag

8 09 030 Implementation Date

This Chapter shall not be implemented until April 22 2013

8 09 040 Single-Use Carry-out Bag

- (a) No retail establishment shall provide a single-use carry-out bag to a customer at the check stand, cash register point of sale or other point of departure for the purpose of transporting food or merchandise out of the establishment except as provided in this section
- (b) On or before December 31 2014 a retail establishment may only make recycled paper bags or reusable bags available to customers if the retailer charges a minimum of ten cents (\$0.10)
- (c) On or after January 1 2015 a retail establishment may only make recycled paper bags or reusable bags available to customers if the retailer charges a minimum of twenty-five cents (\$0.25)
- (d) Notwithstanding this section no retail establishment may make available for sale a recycled paper bag or a reusable bag unless the amount of the sale of such bag is separately itemized on the sale receipt
- (e) A retail establishment may provide one or more recycled paper bags at no cost to any of the following individuals: a customer participating in the California Special Supplement Food Program for Women, Infants, and Children pursuant to Article 2 (commencing with Section 123275) of Chapter 1 of Part 2 of Division 106 of the Health and Safety Code; a customer participating in the Supplemental Food Program pursuant to Chapter 10 (Commencing with Section 15500) of Part 3 of Division 9 of the California Welfare and Institutions Code; and a customer participating in CalFresh pursuant to Chapter 10 (commencing with Section 18900) of Part 6 of Division 9 of the California Welfare and Institutions Code

8 09 050 Recordkeeping and Inspection

Every retail establishment shall keep complete and accurate record or documents of the purchase and sale of any recycled paper bag or reusable bag by the retail establishment for a minimum period of three years from the date of purchase and sale which record shall be available for inspection at no cost to the City or San Mateo County Environmental Health Division during regular business hours by any City or San Mateo County Environmental Health Division employee authorized to enforce this part. Unless an alternative location or method of review is mutually agreed upon the records or documents shall be available at the retail establishment address. The provision of false information including incomplete records or documents to the City or San Mateo County Environmental Health Division shall be a violation of this Chapter.

8 09 060 Administrative Fine

- (a) Grounds for Fine A fine may be imposed upon findings made by the Director of the San Mateo County Environmental Health Division or his or her designee that any retail establishment has provided a single-use carry-out bag to a customer in violation of this Chapter.
- (b) Amount of Fine Upon findings made under subsection (a) the retail establishment shall be subject to an administrative fine as follows:
 - (1) A fine not exceeding one hundred dollars (\$100 00) for a first violation
 - (2) A fine not exceeding two hundred dollars (\$200 00) for a second violation
 - (3) A fine not exceeding five hundred dollars (\$500 00) for the third and subsequent violations
 - (4) Each day that a retail establishment has provided single-use carry-out bags to a customer constitutes a separate violation
- (c) Fine Procedures Notice of the fine shall be served on the retail establishment. The notice shall contain an advisement of the right to request a hearing before the Director of the Environmental Health Division or his or her designee contesting the imposition of the fine. The grounds for the contest shall be that the retail establishment did not provide a single-use carry-out bag to any customer. Said hearing must be requested within ten days of the date appearing on the notice of the fine. The decision of the Director of the Environmental Health Division shall be based upon a finding that the above listed ground for a contest has been met and shall be a final administrative order with no administrative right of appeal.
- (d) Failure to Pay Fine If said fine is not paid within 30 days from the date appearing on the notice of the fine or of the notice of determination of the Director of the Environmental Health Division or his or her designee after the hearing the fine shall be referred to a collection agency.

8 09 070 Severability

If any provision of this Chapter or the application of such provision to any person or in any circumstances shall be held invalid the remainder of this Chapter or the application of such provision to person or in circumstances other than those as to which it is held invalid shall not be affected thereby

8 09 080 Enforcement

- (a) The San Mateo County Environmental Health Division is hereby authorized and directed to enforce the provisions of this Chapter within the geographical limits of the City of Foster City
- (b) The authorization granted by subsection(a) of this section includes without limitation the authority to hold hearings and issue administrative fines for violations of this Chapter within the geographical limits of the City of Foster City
- (c) Enforcement will begin effective April 22 2013

Section 2 Severability If any section subsection sentence clause or phrase of this Ordinance is for any reason held to be invalid such decision shall not affect the validity of the remaining portions of this Ordinance The City Council does hereby declare that it should have adopted the Ordinance and each section subsection sentence clause or phrase thereof irrespective of the fact that any one or more sections subsections sentences clauses or phrases be declared invalid or unconstitutional

Section 3 Taking Effect This Ordinance shall take effect and be in force on April 22 2013

Section 4 Posting Within fifteen (15) days after the adoption of this Ordinance the City Clerk shall have it posted in three (3) public places designated by the City Council

This Ordinance was introduced and read on the 17th day of December 2012 and passed and adopted on the 7th day of January 2013 by the following vote

AYES Councilmembers Bronitsky Kiesel Okamoto Perez and Mayor Frisella

NOES None

ABSENT None

ABSTAIN None



PAM FRISELLA MAYOR

ATTEST



DORIS L PALMER CITY CLERK

CERTIFICATE OF POSTING

I, Doris L. Palmer, hereby certify as follows:

That I am, and at all time herein mentioned, was the duly acting and qualified City Clerk/District Secretary of the **City of Foster City/Estero Municipal Improvement District**, Foster City, San Mateo County, California.

I further certify to the proper posting of:

Ordinance No. 571, "Amending Title 8 Of The Foster City Municipal Code Health And Safety, By Adding Chapter 8.09, Reusable Bags "

in the following four public places of the **City of Foster City/Estero Municipal Improvement District**, Foster City, San Mateo County, California:

1. Federal Post Office, Charter Square
1050 Shell Boulevard
2. Recreation Center Lobby
650 Shell Boulevard
3. Council Chambers (not a mandatory posting site)
620 Foster City Boulevard
4. Foster City Public Library
1000 E. Hillsdale Boulevard

Executed at the **City of Foster City/Estero Municipal Improvement District**, Foster City, San Mateo County, California this 8th day of January, 2013.



Doris L. Palmer
City Clerk/District Secretary

Attachment 8

ORDINANCE NO. 567

AN ORDINANCE OF THE CITY OF FOSTER CITY AMENDING TITLE 8, HEALTH AND SAFETY, OF THE FOSTER CITY MUNICIPAL CODE, BY ADDING CHAPTER 8.08, PROHIBITION ON THE USE OF POLYSTYRENE BASED DISPOSABLE FOOD SERVICE WARE BY FOOD VENDORS

CITY OF FOSTER CITY

IT IS SO ORDAINED by the City Council of the City of Foster City as follows:

Section 1. Title 8 of the Foster City Municipal Code is hereby amended adding thereto Chapter 8.08, PROHIBITION ON THE USE OF POLYSTYRENE BASED DISPOSABLE FOOD SERVICE WARE BY FOOD VENDORS, to read as follows:

"Chapter 8.08

PROHIBITION ON THE USE OF POLYSTYRENE BASED DISPOSABLE FOOD SERVICE WARE BY FOOD VENDORS

Sections:

08.08.010 Adoption of San Mateo County Code Chapter 4.107 by Reference.

08.08.020 Authorization of Enforcement By San Mateo County Personnel.

08.08.010 Adoption of San Mateo County Code Chapter 4.107 by Reference.

Chapter 4.107 "Prohibition of the Use of Polystyrene Based Disposable Food Service Ware by Food Vendors" of Title 4 of the San Mateo County ordinance code, and any amendment thereto, are hereby adopted and made effective in this city. Certified copies of Chapter 4.107 of Title 4, as adopted hereby, have been deposited with the City Clerk, and shall be at all times maintained by the Clerk for use and examination by the public.

08.08.020 Authorization of Enforcement By San Mateo County Personnel.

The County of San Mateo, its officers, employees and agents are hereby authorized to enforce, on behalf of the city, Chapter 4.107 "Prohibition on the Use of Polystyrene Based Disposable Food Service Ware by Food Vendors" of Title 4 of the San Mateo County ordinance code, and any amendments thereto, within

the jurisdiction areas of this city. Such enforcement authority includes, but is not limited to, the collection of fees and fines, expending such revenue in the enforcement of the prohibition on the use of polystyrene based disposable food service ware by food vendors, holding hearings, suspending permits and issuing administrative fines."

Section 2. Severability. If any section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be invalid, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council does hereby declare that it should have adopted the Ordinance and each section, subsection, sentence, clause or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses or phrases be declared invalid or unconstitutional.

Section 3. Taking Effect. This Ordinance shall take effect and be in force on April 1, 2012.

Section 4. Posting. Within fifteen (15) days after the adoption of this Ordinance, the City Clerk shall have it posted in three (3) public places designated by the City Council.

This Ordinance was introduced and read on the 3rd day of October, 2011, and passed and adopted on the 17th day of October, 2011, by the following vote:

AYES: Councilmembers Bronitsky, Frisella, Kiesel, and Mayor Koelling

NOES: None

ABSENT: Councilmember Wykoff

ABSTAIN: None


LINDA KOELLING, MAYOR

ATTEST:


DORIS L. PALMER, CITY CLERK

CERTIFICATE OF POSTING

I, Doris L. Palmer, hereby certify as follows:

That I am, and at all time herein mentioned, was the duly acting and qualified City Clerk/District Secretary of the **City of Foster City/Estero Municipal Improvement District**, Foster City, San Mateo County, California.

I further certify to the proper posting of:

Ordinance No. 567, "Amending Title 8, Health and Safety, of the Foster City Municipal Code, By Adding Chapter 8.08, Prohibition on the Use of Polystyrene Based Disposable Food Service Ware by Food Vendors [First Reading October 3, 2011]"

in the following four public places of the **City of Foster City/Estero Municipal Improvement District**, Foster City, San Mateo County, California:

1. Federal Post Office, Charter Square
1050 Shell Boulevard
2. Recreation Center Lobby
650 Shell Boulevard
3. Council Chambers (not a mandatory posting site)
620 Foster City Boulevard
4. Foster City Public Library
1000 E. Hillsdale Boulevard

Executed at the **City of Foster City/Estero Municipal Improvement District**, Foster City, San Mateo County, California this 18th day of October, 2011.



Doris L. Palmer
City Clerk/District Secretary

Chapter 8.08

**PROHIBITION ON THE USE OF POLYSTYRENE
BASED DISPOSABLE FOOD SERVICE WARE BY
FOOD VENDORS**

Sections:

- 8.08.010** Adoption of San Mateo County Ordinance Code Chapter 4.107 by reference.
- 8.08.020** Authorization of enforcement by San Mateo County personnel.
- 8.08.010** Adoption of San Mateo County Ordinance Code Chapter 4.107 by reference.

Chapter 4.107, Prohibition on the Use of Polystyrene Based Disposable Food Service Ware by Food Vendors, of the San Mateo County Ordinance Code, and any amendment thereto, are hereby adopted and made effective in this city. Certified copies of Chapter 4.107 of the San Mateo County Ordinance Code, as adopted hereby, have been deposited with the city clerk, and shall be at all times maintained by the clerk for use and examination by the public. (Ord. 567 § 1 (part), 2011)

8.08.020 Authorization of enforcement by San Mateo County personnel.

The county of San Mateo, its officers, employees and agents are hereby authorized to enforce, on behalf of the city, Chapter 4.107, Prohibition on the Use of Polystyrene Based Disposable Food Service Ware by Food Vendors, of the San Mateo County Ordinance Code, and any amendments thereto, within the jurisdiction areas of this city. Such enforcement authority includes, but is not limited to, the collection of fees and fines, expending such revenue in the enforcement of the prohibition on the use of polystyrene based disposable food service ware by food vendors, holding hearings, suspending permits and issuing administrative fines. (Ord. 567 § 1 (part), 2011)

Chapter 8.09

REUSABLE BAGS*

Sections:

8.09.010	Findings and purpose.
8.09.020	Definitions.
8.09.030	Implementation date.
8.09.040	Single-use carry-out bag.
8.09.050	Recordkeeping and inspection.
8.09.060	Administrative fine.
8.09.070	Severability.
8.09.080	Enforcement.

* Code reviser's note: Section 3 of Ordinance 571 provides, "This Ordinance shall take effect and be in force on April 22, 2013."

8.09.010 Findings and purpose.

The city council finds and determines that:

A. The use of single-use carry-out bags by consumers at retail establishments is detrimental to the environment, public health and welfare.

B. The manufacture and distribution of single-use carry-out bags requires utilization of natural resources and results in the generation of greenhouse gas emissions.

C. Single-use carry-out bags contribute to environmental problems, including litter in storm drains, creeks, the bay and the ocean.

D. Single-use carry-out bags provided by retail establishments impose unseen costs on consumers, local governments, the state and taxpayers and constitute a public nuisance. This city council does, accordingly, find and declare that it should restrict the use of single-use carry-out bags. (Ord. 571 § 1 (part), 2013)

8.09.020 Definitions.

"Customer" means any person obtaining goods from a retail establishment.

"Garment bag" means a travel bag made of pliable, durable material, with or without a handle, designed to hang straight or fold double and used to carry suits, dresses, coats, or the like without crushing or wrinkling the same.

"Nonprofit charitable reuser" means a charitable organization, as defined in Section 501(c)(3) of the Internal Revenue Code of 1986, or a distinct operating unit or division of the charitable organization, that reuses and recycles donated goods or materials and receives more than fifty percent of its revenues from the handling and sale of those donated goods or materials.

"Person" means any natural person, firm, corporation, partnership, or other organization or group however organized.

"Prepared food" means foods or beverages which are prepared on the premises by cooking, chopping, slicing, mixing, freezing, or squeezing, and which require no further preparation to be consumed. "Prepared food" does not include any raw, uncooked meat product or fruits or vegetables which are chopped, squeezed or mixed.

"Public eating establishment" means a restaurant, take-out food establishment, or any other business that receives ninety percent or more of its revenue from the sale of prepared food to be eaten on or off its premises.

"Recycled paper bag" means a paper bag provided at the check stand, cash register, point of sale or other point of departure for the purpose of transporting food or merchandise out of the establishment that contains no old growth fiber and a minimum of forty percent post-consumer recycled content; is one hundred percent recyclable; and has printed in a highly visible manner on the outside of the bag the words "reusable" and "recyclable," the name and location of the manufacturer, and the percentage of post-consumer recycled content.

"Retail establishment" means any commercial establishment that sells perishable or nonperishable goods including, but not limited to, clothing, food, and personal items directly to the customer; and is located within or doing business within the geographical limits of the city of Foster City. "Retail establishment" does not include public eating establishments or nonprofit charity reusers.

"Reusable bag" means either a bag made of cloth or other machine washable fabric that has handles, or a durable plastic bag with handles that is at least 2.25 mil thick and is specifically designed and manufactured for multiple reuse. A garment bag may meet the above criteria regardless of whether it has handles or not.

"Single-use carry-out bag" means a bag other than a reusable bag provided at the check stand, cash register, point of sale or other point of departure, including department within a store, for the purpose of transporting food or merchandise out of the establishment. "Single-use carry-out bags" do not include bags without handles provided to the customer: (1) to transport prepared food, produce, bulk food, or meat from a department within a store to the point of sale; or (2) to segregate food or merchandise that could damage or contaminate other food or merchandise when placed together in a reusable bag or recycled paper bag. (Ord. 571 § 1 (part), 2013)

8.09.080 Enforcement.

A. The San Mateo County environmental health division is hereby authorized and directed to enforce the provisions of this chapter within the geographical limits of the city of Foster City.

B. The authorization granted by subsection A of this section includes, without limitation, the authority to hold hearings and issue administrative fines for violations of this chapter within the geographical limits of the city of Foster City.

C. Enforcement will begin effective April 22, 2013. (Ord. 571 § 1 (part), 2013)

8.09.030 Implementation date.

This chapter shall not be implemented until April 22, 2013. (Ord. 571 § 1 (part), 2013)

8.09.040 Single-use carry-out bag.

A. No retail establishment shall provide a single-use carry-out bag to a customer at the check stand, cash register, point of sale or other point of departure for the purpose of transporting food or merchandise out of the establishment except as provided in this section.

B. On or before December 31, 2014, a retail establishment may only make recycled paper bags or reusable bags available to customers if the retailer charges a minimum of ten cents.

C. On or after January 1, 2015, a retail establishment may only make recycled paper bags or reusable bags available to customers if the retailer charges a minimum of twenty-five cents.

D. Notwithstanding this section, no retail establishment may make available for sale a recycled paper bag or a reusable bag unless the amount of the sale of such bag is separately itemized on the sale receipt.

E. A retail establishment may provide one or more recycled paper bags at no cost to any of the following individuals: a customer participating in the California Special Supplement Food Program for Women, Infants, and Children, pursuant to Article 2 (commencing with Section 123275) of Chapter 1 of Part 2 of Division 106 of the Health and Safety Code; a customer participating in the Supplemental Food Program pursuant to Chapter 10 (Commencing with Section 15500) of Part 3 of Division 9 of the California Welfare and Institutions Code; and a customer participating in Calfresh pursuant to Chapter 10 (commencing with Section 18900) of Part 6 of Division 9 of the California Welfare and Institutions Code. (Ord. 571 § 1 (part), 2013)

8.09.050 Recordkeeping and inspection.

Every retail establishment shall keep complete and accurate record or documents of the purchase and sale of any recycled paper bag or reusable bag by the retail establishment, for a minimum period of three years from the date of purchase and sale, which record shall be available for inspection at no cost to the city or San Mateo County environmental health division during regular business hours by any city or San Mateo County environmental health division employee authorized to enforce this chapter. Unless an alternative location or method of review is mutually agreed upon, the records or documents shall be available at the retail establishment address. The provision of false information including incomplete records or

documents to the city or San Mateo County environmental health division shall be a violation of this chapter. (Ord. 571 § 1 (part), 2013)

8.09.060 Administrative fine.

A. Grounds for Fine. A fine may be imposed upon findings made by the director of the San Mateo County environmental health division, or his or her designee, that any retail establishment has provided a single-use carry-out bag to a customer in violation of this chapter.

B. Amount of Fine. Upon findings made under subsection A of this section, the retail establishment shall be subject to an administrative fine as follows:

1. A fine not exceeding one hundred dollars for a first violation;
2. A fine not exceeding two hundred dollars for a second violation;
3. A fine not exceeding five hundred dollars for the third and subsequent violations;
4. Each day that a retail establishment has provided single-use carry-out bags to a customer constitutes a separate violation.

C. Fine Procedures. Notice of the fine shall be served on the retail establishment. The notice shall contain an advisement of the right to request a hearing before the director of the environmental health division or his or her designee contesting the imposition of the fine. The grounds for the contest shall be that the retail establishment did not provide a single-use carry-out bag to any customer. Said hearing must be requested within ten days of the date appearing on the notice of the fine. The decision of the director of the environmental health division shall be based upon a finding that the above listed ground for a contest has been met and shall be a final administrative order, with no administrative right of appeal.

D. Failure to Pay Fine. If said fine is not paid within thirty days from the date appearing on the notice of the fine or of the notice of determination of the director of the environmental health division or his or her designee after the hearing, the fine shall be referred to a collection agency. (Ord. 571 § 1 (part), 2013)

8.09.070 Severability.

If any provision of this chapter or the application of such provision to any person or in any circumstances shall be held invalid, the remainder of this chapter, or the application of such provision to a person or in circumstances other than those as to which it is held invalid, shall not be affected thereby. (Ord. 571 § 1 (part), 2013)