

Attachment 7. Appendix J – Staff Review Process Checklist

**APPENDIX J—STAFF REVIEW PROCESS CHECKLIST**

- I. NOI submittal**  
**Date Received:** mm/dd/yyyy
  
- II. Required documents submittal**  
**Date Received:** mm/dd/yyyy

**Water Body Categorization Report**

Verification of Water Body Category designation

- Photos
- Construction records
- Maps
- Documentation describing operation/management of receiving waters
- Cross-check water body category designations with NHD, 1992 ISWP report and other publically available information
- Conduct site survey of natural or modified water bodies (B1, B2, M1, M2) and approximately 10% of constructed water bodies (C1, C2)
  - o Visit any additional water bodies if discrepancies found during review of the above items.

**Date Completed:** mm/dd/yyyy

Verification of MUN diversions

- Diversions for municipal or domestic supply within and/or downstream of receiving water bodies using State Water Resources Control Board's Electronic Water Rights Information Management Systems (eWRIMS)
- Any water rights permits or filings for potential future surface water MUN diversion within or downstream of water bodies prior to first existing MUN diversion

Identification of water quality constituents of concern

- Any identified water quality constituents of concern related to the MUN beneficial use
- Review publically available water quality information to identify any additional water quality constituents of concern
  - o Review California Integrated 303(d) and 305(b) report, Irrigated Lands Regulatory Program's (ILRP) Management Plan, National Pollutant Discharge Elimination System (NPDES) self-monitoring reports, Division of Drinking Water's (DDW) Watershed Sanitary Surveys
- Confirm control programs such as TMDLs or management plans

Review existing water quality monitoring

- Any identified water quality monitoring
- Evaluate additional water quality monitoring information using Central Valley Water Board's Comprehensive Monitoring Guide

**Commented [A1]:** Comments are provided below from the Sacramento River Source Water Protection Program (SRSWPP).

**Commented [A2]:** See all comments on BPA and other appendices.

**Commented [A3]:** We recommend that the checklist include a place for staff recommendations or conclusions, including determination if further evaluation is needed, if the review determines to not recommend de-designation or re-designation, etc.

**Commented [A4]:** Where is confirmation of ag dominated?

**Commented [A5]:** We recommend that this step include confirmation with DDW.

**Commented [A6]:** Please consider obtaining information on potential future surface water diversion within the entire water body and downstream.

**Commented [A7]:** Is there a primary list for RB staff to review to see if sufficient constituents considered?

**Commented [A8]:** If there are water quality constituents of concern and problems, how will this inform the Board's determination of appropriateness of de-/re-designation if the water bodies are tributary to downstream MUN use? Would there be other actions to ensure that any water quality problems identified through the review process be addressed if they are not being currently addressed through existing programs?

**Commented [A9]:** Is there a sufficiency test for data? i.e. number of samples, locations, frequencies, detection limits, date range, etc.

**Commented [A10]:** How will the data be evaluated? Will there be any data evaluation guidance provided to ensure consistent review and application to all of the water bodies evaluated. We suggest that that guidance be developed for this step of the process, and review opportunity on the guidance to be provided to DDW and interested stakeholders for review prior to implementation.

**Closed Controlled Recirculating System Application**

**Commented [A11]:** Please see comments on waterbody characterization report

Verification of Closed Controlled Recirculating System designation

**Commented [A12]:** How will source water quality be protected for MUN during the non-ag season?

Photos

Construction Records

Maps

- o For year-round: map showing no natural outlet or drainage
- o For seasonal: map showing seasonal closure points

Documentation describing operation/management of system

- o For seasonal: include seasonal closure plan that describes the purpose, seasonal dates for opening/closing seasonal and related protocols

Conduct site survey of all water bodies in system

- o Check natural outlets, drainage or seasonal closure points

**Date Completed:** mm/dd/yyyy

Verification of MUN diversions

Diversions for municipal or domestic supply within and/or downstream of system using State Water Resources Control Board's Electronic Water Rights Information Management Systems (eWRIMS)

Any water rights permits or filings for potential future surface water MUN diversion within or downstream of system prior to first existing MUN diversion

Emergency Plans and Notification process

Review flood control/emergency plan

Monitoring activities during emergency release

Notification process during emergency release

List of water diverters downstream of system

Identification of water quality constituents of concern

Any identified water quality constituents of concern related to the MUN beneficial use

Review publically available water quality information to identify any additional water quality constituents of concern

- o Review California Integrated 303(d) and 305(b) report, Irrigated Lands Regulatory Program's (ILRP) Management Plan, National Pollutant Discharge Elimination System (NPDES) self-monitoring reports, Division of Drinking Water's (DDW) Watershed Sanitary Surveys

Confirm control programs such as TMDLs or management plans

Review existing water quality monitoring

Any identified water quality monitoring

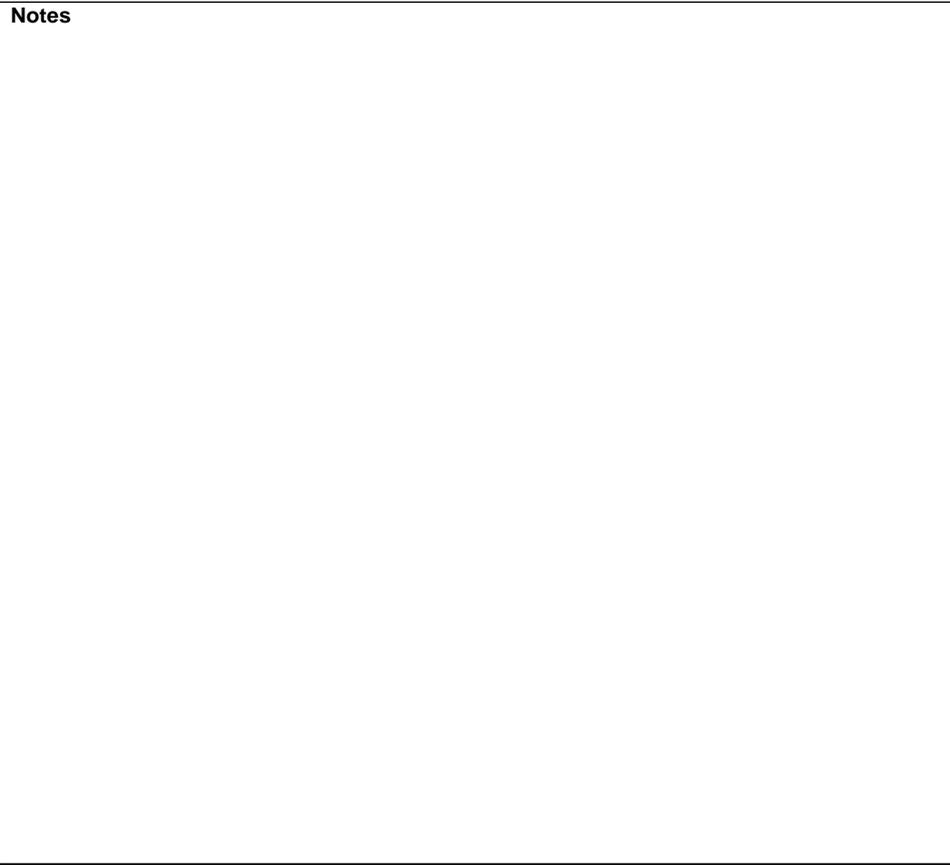
Evaluate additional water quality monitoring information using Central Valley Water Board's Comprehensive Monitoring Guide

Future activities

Long-term programs or approaches

Any anticipated changes to operation of the system in the future

**Notes**

A large, empty rectangular box with a thin black border, intended for handwritten or typed notes. It occupies the central portion of the page.