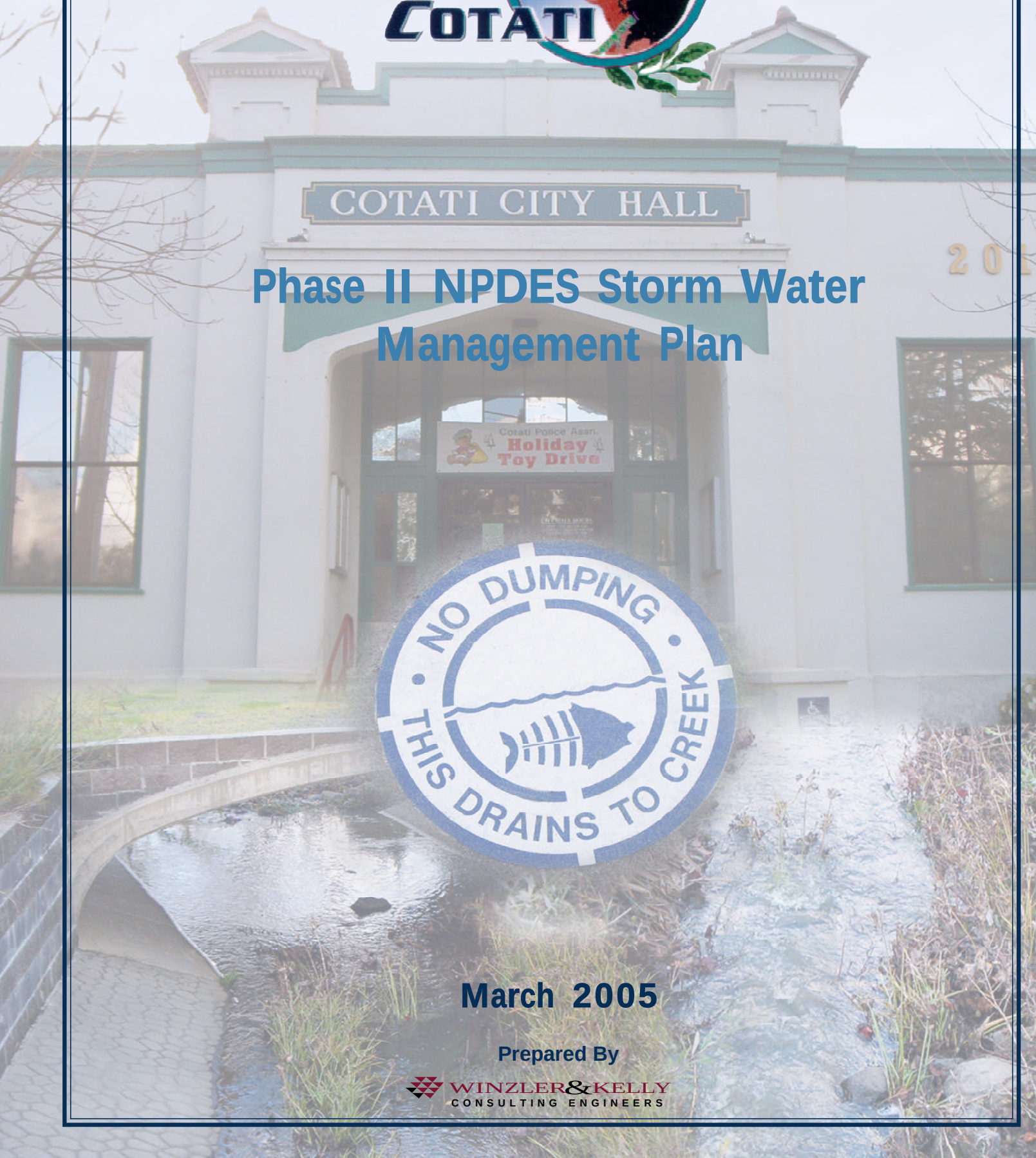
CITY of COTATI

Phase II NPDES Storm Water Management Plan



March 2005

Prepared By

WINZLER&KELLY
CONSULTING ENGINEERS

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PHASE II NPDES STORM WATER MANAGEMENT PLAN

Project No. 04-207710-002

Project Contacts:

Toni Bertolero, P.E.
Project Manager
tonibertolero@w-and-k.com

Brian Bacciarini
Environmental Scientist
brianbacciarini@w-and-k.com

Winzler & Kelly, Consulting Engineers
495 Tesconi Circle, Suite 9, Santa Rosa, California 95401
Phone: (707) 523-1010
Fax: (707) 527-8679

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Reviewed by:_____

Date:_____

WINZLER & KELLY CONSULTING ENGINEERS

EXECUTIVE SUMMARY

This Storm Water Management Plan (SWMP) has been developed to comply with the federal Storm Water Phase II Final Rule (Phase II Rule), which requires operators of small municipal separate storm sewer systems (MS4s) to obtain a National Pollutant Discharge Elimination System (NPDES) permit. The Phase II Rule automatically requires compliance for all small MS4s that are located in urbanized areas as defined by the Census Bureau and which are not already permitted under the Phase I program. The City of Cotati (City) was automatically designated by the US EPA due to meeting the "urbanized area" criteria. Other cities in Sonoma County, including Windsor, Rohnert Park, Petaluma, Sonoma, Healdsburg and Sebastopol are also new Phase II permittees.

The North Coast Regional Water Quality Control Board (Regional Water Board) is the regulatory agency having Phase II NPDES permit oversight authority for the City. The Final State General Storm Water Permit (General Permit) was adopted on April 30, 2003. On March 10, 2003, the City submitted a Notice of Intent (NOI) form, a permit fee, and a SWMP to the Regional Water Board. The Regional Water Board reviewed the SWMP and issued comments in a letter dated November 3, 2004. This version of the SWMP has incorporated the Regional Water Board's comments.

The Public Works Department and Planning and Building Department have the main responsibilities for SWMP implementation. The Superintendent of Public Works, Steve Nommsen, has been designated as the Storm Water Program Leader. To achieve the tasks described in this SWMP, additional activities will need to be implemented by existing staff and/or contracted personnel.

The Regional Water Board requires that an Annual Report be submitted that summarizes the previous fiscal year's storm water management activities. The first report will likely be due on September 15, 2005, after the City has obtained official coverage under the Phase II program. Subsequent Annual Reports are due on September 15th of each year and will summarize the activities performed July 1st of the preceding year through June 30th of the current year.

The General Permit requires that all NOIs, plans, certifications, reports, and other information prepared be signed by the principal executive officer, a ranking elected official, or a duly authorized representative. For the City, the authorized representative will be the City Manager.

1.0 REGULATORY BACKGROUND

The federal Storm Water Phase II Rule (Phase II Rule) requires operators of small municipal separate storm sewer systems (MS4s) to obtain a NPDES storm water permit. The Phase II Rule is the follow-up to the EPA Phase I NPDES Program, promulgated in 1990 as part of the Clean Water Act. The North Coast Regional Water Quality Control Board (Regional Water Board) is the regulatory agency having Phase II NPDES permit oversight authority for the City. The Final State General Storm Water Permit (General Permit) was adopted on April 30, 2003.

The SWMP will serve as the City's permit, describing actions that include best management practices (BMPs), measurable goals, and timetables for what are defined as minimum control measures (MCMs). MCMs are storm water program areas that must be addressed by all regulated MS4s. The six MCMs required by the General Permit are:

- Public Education and Outreach;
- Public Involvement/Participation;
- Illicit Discharge Detection and Elimination;
- Construction Site Storm Water Runoff Control;
- Post-Construction Storm Water Management; and
- Pollution Prevention / Good Housekeeping for Municipal Operations.

2.0 GENERAL DESCRIPTION

The City is located at the southern end of the Santa Rosa Valley, in central Sonoma County, approximately seven miles south of Santa Rosa, along the Highway 101 corridor. Cotati is approximately 1.86 square miles in size, with a year 2000 population of approximately 6,471 residents. The western part of the City is largely rural in character, with a central downtown commercial hub surrounded by residential and agricultural lands. The City boundaries are shown on Figure 1. The City's storm drain system consists primarily of reinforced concrete pipe (RCP) with diameters ranging from 12 to 66 inches. Since the mid-1980s, several subdivisions have been constructed with independent storm drain systems consisting of RCP with diameters ranging between 12 and 30 inches, and poly-vinyl chloride (PVC) pipe with diameters of between 6 and 12 inches. The City's storm water flows by gravity to nearly 30 discharge points on the Laguna de Santa Rosa.

2.1 Watershed Description

An in-depth study of the hydrology and hydraulics of the watershed surrounding the City of Cotati and the adequacy of the major storm drainage facilities serving the City was conducted by Winzler and Kelly Consulting Engineers and was summarized in a report, entitled, *Final Storm Drain Master Plan*, dated April 2002. The following description of the watershed is taken from that report.

The watershed of the City includes the upland reaches that drain through the City and discharges into the Laguna de Santa Rosa. The watershed comprises 10.42 square miles and is bounded by the Sonoma Mountains to the east, rolling hills to the south and west, and Rohnert Park to the north. Three primary creeks reside within the watershed, namely Copeland Creek, Cotati Creek, and Washoe Creek. Washoe Creek has been largely diverted to the west, away from the watershed through the construction of a flood control channel, but a portion of the watershed still

drains along the western boundary of the City. The watershed surrounding each creek was identified and combined for the boundary of the watershed. Therefore, the watershed comprises three sub-watersheds, referred to in this Plan as Watersheds 1-3.

Watershed 1, Copeland Creek watershed, encompasses 5.34 square miles and includes the residential and industrial area of Cotati east of the railroad tracks and a narrow strip on the City's northern border. Watershed 2, Cotati Creek/Laguna de Santa Rosa watershed, is 4.60 square miles in size, and contains the majority of the City. Watershed 3 is tributary to an unnamed constructed channel (the non-diverted portion of Washoe Creek watershed), encompasses 0.48 square miles, and includes the westernmost portions of the City. The watershed boundaries are shown on Figure 1.

The climate in Sonoma County is typically dry in the summers, with mostly seasonal rainfall in the period from October through April. The average annual precipitation over the basin is approximately 24 inches. General area-wide storms of 2 or 3 days in duration produce most of the rainfall.

The terrain within the drainage basin is quite diverse. The majority of the City and the lower reaches of all three sub-watersheds are on a flat plain with slopes of approximately one percent. The upper reaches of Watershed 1 in the Sonoma Mountains are quite steep, with many slopes in excess of 30 percent. The slopes of Watershed 2 are only as steep as 2-3 percent. The upper reaches of Watershed 3 consist of moderately sloping hillsides at approximately 15 percent slopes.

The watershed includes three distinct types of hydrologic soils. Soil Type B includes sandy loams and shallow loess (wind-blown volcanic ashes). Soil Type C consists of soils with high clay content, including clay loams and some shallow sandy loams. Soil Type D consists of heavy, plastic clays with significant swell potential.

The most intensively developed area within the three sub-watersheds is the area within the City limits, which consists largely of urban residential and rural residential land use, with a central commercial district and a total area of approximately 1.86 square miles. Rohnert Park to the north and east of Cotati is largely urban residential and commercial. The County lands outside of the City limits are designated for diverse agriculture, land intensive agriculture, and rural development. Figure 2 shows the land use patterns within the City.

2.2 Storm Sewer System

The downtown storm sewer system was constructed in 1979, and consists primarily of RCP with diameters ranging from 12 to 66 inches. A 60-foot wide earthen storm water channel was built in the early 1970s to extend the Laguna de Santa Rosa to the Cotati-Rohnert Park border. Since the mid-1980s, several subdivisions have been constructed with independent storm drain systems consisting of RCP with diameters ranging between 12 and 30 inches and PVC pipe with diameters between 6 and 12 inches. In the rural and agricultural areas, storm drainage consists of roadside ditches, RCP or corrugated metal pipe (CMP) culverts, and concrete box culverts. There are no storm water pumping facilities. The City storm sewer system is depicted on Figures 3A through 3F.

2.3 Pollutants of Concern

The North Coast Basin Plan places the City within the Laguna de Santa Rosa hydrologic subarea of the Russian River. The beneficial uses of the Laguna de Santa Rosa, as defined by California's Porter-Cologne Water Quality Control Act and the North Coast Basin Plan, include agricultural supply, industrial service supply, water contact recreation, non-contact water recreation, commercial and sport fishing, cold freshwater habitat, wildlife habitat, and the potential beneficial use of aquaculture.

Section 303(d) of the federal Clean Water Act requires that states identify water bodies that do not meet water quality standards. Total Maximum Daily Loads (TMDLs) are then developed for each water body on the list, and include identifying sources of pollutants, defining how much of a pollutant a water body can tolerate while still meeting water quality standards, and specifying actions to create solutions.

The Laguna de Santa Rosa was listed on the 2002 Clean Water Act Section 303(d) list for the following pollutants / stressors:

- Low dissolved oxygen concentrations;
- Nitrogen;
- Phosphorous;
- Sedimentation; and
- Temperature.

The TMDL priority for sedimentation was listed as "medium." The TMDL priority for the other pollutants / stressors was "low." Because of the 303(d) listings, the City considers sediment, temperature, and nutrients (including nitrogen and phosphorous that ultimately cause depressed dissolved oxygen concentrations) to be the main pollutants of concern. In addition to these, the City's SWMP addresses other common non-point source pollutants, including hydrocarbons from parking lots and streets, and pesticides and herbicides used by homeowners and businesses throughout the City.

2.4 Target Audiences

The table on the following page identifies the common sources of each priority pollutant identified in Section 2.3, as well as the target audiences and BMP examples addressing the pollutants.

Pollutant of Concern	Common Pollutant Sources	Target Audiences	Examples of BMPs
Sediment	• Construction Sites • Removal of Riparian Vegetation • Streambank Erosion	• Construction Contractors • Homeowners	• Educational pamphlet series • Riparian Restoration • Erosion Control Ordinance Requirements • Construction Site Inspections
Nutrients	• Fertilizers • Pet Waste • Sanitary Sewer Overflows • Improper Restaurant Practices • Excessive Organic Debris	• Homeowners • Landscape Contractors • Pet owners • Public Works • Restaurants	• Pet Waste Signs • Educational Materials • Our Water Our World Program • Landscaping Workshop • Sanitary Sewer Overflow Procedures • Restaurant inspections • Street Sweeping
Temperature	• Hydromodification • Removal of Riparian Habitat	• Developers • Owners of properties along creeks • Public Works	• Riparian Restoration • Creek Setback Requirements • Post-Construction Program
Hydrocarbons	• Parking Lots • Streets • Automotive Facilities • Illicit Discharges	• Automotive Facilities • Public Works • Homeowners	• Storm Drain Filter Pilot Study • Street Sweeping • Automotive Facility Inspections • Green Business Program • Educational Materials
Pesticides / Herbicides	• Residential Use • Commercial Use	• Homeowners • Landscape Contractors	• Landscaping Workshops • Our Water Our World Program • Landscaping and Lawncare Requirements

3.0 ADMINISTRATION, PLANNING AND FUNDING

The Public Works Department and Planning and Building Department have the main SWMP implementation responsibilities. To achieve the tasks described in the SWMP, additional activities will need to be implemented by existing staff and/or contracted personnel. A flowchart with the contact information for the City's storm water management team is included in Appendix A.

The planning and preparation stages of the NPDES Phase II program, including the development of the SWMP and NOI for the permit application package, has been included in the current budget. The City will decide how to fund the remainder of the program during future years.

3.1 Public Works

The Public Works Department, which includes engineering, streets, government buildings, and park maintenance, will be the key implementer of the City's SWMP. This Department will be involved in the majority of the BMPs, including coordination with local community groups and governmental agencies, development and enforcement of ordinances, implementation of storm sewer system operational and construction related BMPs, as well as program evaluation and annual report development.

The Superintendent of Public Works, Steve Nommsen, has been designated as the Storm Water Program Leader. Other key implementers within the Public Works Department include the City Engineer, Toni Bertolero, and the Field Maintenance Supervisor, Allan Martinoni.

3.2 Planning and Building Department

The Planning and Building department will also be a key implementer of the City's SWMP. Department personnel will continue to enforce existing policies, such as the California Environmental Quality Act (CEQA) requirements, creek setback requirements, and the City's water efficient landscaping ordinance. Department personnel will also be involved in the development and implementation of the City's post-construction storm water program. David Woltering, Planning Director, and Marsha Sue Lustig, Senior Planner, will be the primary personnel involved in implementation.

3.3 Agencies & Organizations

Local agencies and non-profit groups also contribute to many activities that ultimately reduce storm water pollution to the Laguna de Santa Rosa and its tributaries. The City currently has service agreements with many of these agencies, and will be coordinating with them during SWMP implementation. Detailed descriptions of the existing programs that these agencies and organizations conduct within the City are provided in the following sections of this SWMP. These agencies and organizations include:

- Sonoma County Water Agency (SCWA);
- Sonoma County Department of Emergency Services (SCDES);
- Sonoma County Waste Management Agency (SCWMA);
- City of Santa Rosa Industrial Waste Department; and
- Cotati Creek Critters

4.0 MINIMUM CONTROL MEASURES

The Phase II Rule defines a SWMP as a program consisting of six elements, or MCMs, that when implemented together, are expected to achieve significant reductions of pollutants discharged into receiving water bodies. In this section, the BMPs and the overall program associated with each MCM will be summarized. Table 1 provides additional details regarding the implementation plan, measurable goals, a timeframe for implementation, and the person or agency responsible for participating in the implementation.

4.1 Public Education and Outreach

Several storm-water-related activities related to this MCM are currently implemented within the City. A description of these activities is provided in the following table.

Existing Public Education & Outreach BMPs

BMP	Description
SCWA Water Education Program	The SCWA's Watershed Education Program is designed to teach students the value of water as an important natural resource and to promote water conservation and stewardship of the watershed. The program includes classroom visits and field trips. Each year the SCWA sends information packets to schools throughout Sonoma and North Marin County with order forms for free educational materials, teacher workshops, and field trips. The SCWA also has a lending library and educational materials such as a computer game that focuses on pollution prevention. The City will be contacting the SCWA to discuss the possibility of adding a storm water element to the existing program.
Educational Components of Existing Commercial / Industrial Inspections	**Sonoma County Department of Emergency Services** The SCDES maintains an inventory of the 42 facilities within the City that handles hazardous materials, generate hazardous wastes, maintain underground or aboveground fuel storage tanks, treat hazardous wastes, or handle acutely hazardous materials. The SCDES inspects these sites, and during the current 5-year permit term, the SCDES will begin enhancing their inspections within their permit boundary to include storm water BMPs and educational outreach. **City of Santa Rosa Industrial Waste Department** The City has an agreement with the Santa Rosa Industrial Waste Department that provides the legal authority for Santa Rosa's industrial waste inspectors to conduct wastewater discharge inspection and sampling. During the inspections, the City of Santa Rosa Industrial Waste Department checks for signs of illicit discharges and distributes educational materials to restaurants regarding good cleaning practices, such as cleaning of floormats, dumpster areas, spill cleanup, and disposal of washwater, grease, and oil. The City will be coordinating with these agencies to ensure that all businesses within the City receive storm water educational materials at least once during the permit term. The City will also be coordinating with the City of Santa Rosa Industrial Waste Department to improve coordination related to service start up and shut down data.
Green Business Program	There are currently 5 automotive facilities within the City that are part of the Sonoma Green Business Program. This program provides facilities an opportunity to work closely with their local environmental regulatory agencies in coming into compliance with a variety of environmental regulations. Benefits and incentives include a 10 percent reduction in annual CUPA fees, window logo stickers, and the use of logo on stationary. Economic savings result from pollution prevention and waste reduction activities that are learned through the program. The City will be working with the SCDES to send information about the Sonoma Green Business Program along with self-assessment packets to eligible automotive

BMP	Description
	facilities within the City. The goal is to reach 100 percent of automotive facilities, and to have an increase in the number of facilities participating in the program by the end of the permit term.
City of Cotati Water Conservation Program	The City and the SCWA are signatories to the MOU Regarding Urban Water Conservation as governed by the California Urban Water Conservation Council (CUWCC). As part of this MOU, the City implements a public information program to promote water conservation and water conservation-related benefits. This includes providing outdoor water conservation education via water conservation tips during water surveys and on the water conservation webpage. The City will be incorporating a storm water pollution prevention message into the existing water conservation public information program.
Fall and Spring Earth Day Events	Annual Fall and Spring Earth Days are organized by Cotati Creek Critters, and sponsored by the Community and Environment Commission. The Earth Day events are held at Helen Putnam Park, and activities include tree planting along Cotati Creek, native shrub and perennial plantings on picnic hill, creek cleanup, and the removal of exotic invasive plants. Previous donors have included Circuit Rider Productions, Cotati Creek Critters, and Sonoma County Jail Industries. The City will be distributing storm water educational materials related to the City's priority pollutants at the Annual Earth Day events.
SCWA Pet Waste Sign Program	The SCWA began working with the City of Santa Rosa in 2001 to develop a sign that could be placed at access points to SCWA-owned flood control channels/walking paths that would encourage the public to pick up after their pets. The SCWA has committed to working with interested municipalities to develop a sign that can be placed on any SCWA-owned channel/walking path. Once a sign is finalized, the SCWA will begin installing the signs at popular entrances to SCWA channels. The City will be working with the SCWA to develop a sign that encourages the public to pick up after their pets and that can be placed on SCWA owned flood control channels within the City limits. The goal is to have at least three signs installed by the end of the permit term.
Our Water Our World Program	The Our Water - Our World (OWOW) program began in 1997 by Central Contra Costa Sanitary District in cooperation with the Regional Water Quality Control Plant in Palo Alto, the California Department of Pesticide Regulation and the National Foundation for Integrated Pest Management Education. In Spring 2004, with funding from the State Water Resources Control Board, the program is being expanded to selected coastal communities in Northern California. The OWOW program now includes the design and development of over 20 fact sheets (some translated in Spanish) that offer less-toxic pest management strategies for specific pests. These fact sheets are placed in retail outlets that sell pesticides to the public. "Shelf-talkers" are also placed on selected products on store shelves to make it easier for the public to identify safer alternatives to conventional pesticides. In addition, community outreach/educational events are held in the stores to promote the availability of less toxic methods and products. Training of store personnel is given and consists of principles of integrated pest management (IPM) and successful application strategies and sales techniques for less toxic products.

BMP	Description
	The City will promote participation in the OWOW program through the Northern California funded grant. The goal is to have at least one nursery involved in the OWOW program by the end of the permit term.

Additional BMPs that the City will be implementing include developing a series of pamphlets describing storm water pollution prevention measures for specific types of construction industry activities. The pamphlets will be distributed to construction contractors during pre-construction meetings and construction site inspections. Additional educational storm water materials related to each of the City's storm water pollutants will be obtained for distribution. The City will also be developing and submitting storm water related public service announcements to the City's local paper, the Community Voice, and the annual Community Recreation Guide, with the goal of at least one public service announcement published annually.

4.2 Public Involvement and Participation

Several storm-water-related activities related to this MCM are currently implemented within the City. A description of these activities is provided in the following table.

Existing Public Involvement & Participation BMPs

BMP	Description
Cotati Creek Critters	Cotati Creek Critters is a local organization that encourages the enhancement of Cotati's creeks and awareness of the interconnectedness of the creeks with the larger Laguna de Santa Rosa and Russian River watersheds. Cotati Creek Critters currently organizes community workdays to plant native plants and trees along urban creeks within the City on the second Saturday of the month from October through April. The group has also hosted creek walks and slide shows for the public. The City will be working to advertise the Cotati Creek Critter events, as well as all other public involvement opportunities, on an annual basis in various media, including the City's Community Recreation Guide, local paper, educational materials, and on the downtown marquee. The City will also be collaborating with Cotati Creek Critters on the possibility of additional urban creek restoration and educational outreach.
Russian River First Flush Study	The Russian River First Flush study is a volunteer water monitoring effort intended to characterize the runoff in different parts of the watershed and to identify sources of potential pollutants. Past partners have included the SWRCB, NCRWQCB, USEPA, City of Santa Rosa, CCWI, Russian Riverkeeper, Laguna de Santa Rosa Foundation, Sotoyome RCD, and others. The program includes creek sampling and laboratory analysis training. In 2002 - 2004, surface water samples have been collected from two sampling stations along Cotati Creek. The City will be providing annual advertising of the Russian River First Flush study in various media to encourage public participation. The City will also evaluate the first flush sampling results to develop future SWMP policy, including education outreach BMPs.
SCWA Creek Stewardship	The SCWA and the City of Santa Rosa are developing a new Creek Stewardship Program. This program includes coordination with volunteer groups and individuals

BMP	Description
Group	to do creek cleanups, maintenance of trails, and educational outreach about creeks within Santa Rosa's urban boundary and the extensions of SCWA channels flowing to the Laguna de Santa Rosa. Volunteers are asked to report illegal activities along the SCWA flood control channels. The City will be coordinating with the SCWA to encourage creek stewardship group activities within SCWA owned channels within the City, with the goal of at least one creek stewardship group activity held by the end of the permit term.
Russian River Watershed Association	The City is a member of the Russian River Watershed Association (RRWA), a group of cities and agencies working together to develop projects to improve the watershed and to help local governments meet requirements for clean water and other needs collectively at reduced cost. The RRWA includes committees on public education / outreach and water quality. A City representative attends the monthly coordination meetings, and the City participates in BMP opportunities applicable to the goals of this SWMP.

Additional BMPs that the City will be implementing includes participating in a storm drain stenciling effort coordinated by the SCWMA. Through this effort, a storm drain label with the bilingual message "No Dumping, Drains to Creek" will be placed on all existing storm drains in the City that currently do not have an existing label or stencil. The goal is to have 100 percent of existing storm drains stenciled by the end of the permit term.

4.3 Illicit Discharge Detection and Elimination

Several storm-water-related activities related to this MCM are currently implemented within the City. A description of these activities is provided in the following table.

Existing Illicit Discharge Detection & Elimination BMPs

BMP	Description
SCWA Illicit Discharge Call-In Line	During working hours, the public can call (707) 521-1845 to report a problem in a SCWA flood control channel directly to the Flood Control Channel Maintenance Coordinator. Additionally, the public can call (707) 523-1070, the SCWA's number that is staffed 24-hours per day. The staff member answering this line will contact the appropriate response personnel. If the spill is not located in a SCWA channel, the caller will be referred to the proper local authority for response. The SCWA will be developing a record-keeping system for tracking public calls and their responses during their current five-year permit term. The information will include who called, why, and any follow-up activities, including forwarding the call to another appropriate agency or dispatching a SCWA crew to the site (or both), or other appropriate responses. The City will be coordinating with the SCWA on complaint response, and will obtain recordkeeping information regarding public calls related to illicit discharges to channels within the City. The City will also track all complaints received by the public, and will maintain records of follow-up activities to show that spills are adequately addressed. The locations of the illicit discharges will be tracked and used to determine areas of concern to be targeted for additional outreach and more frequent

BMP	Description
	monitoring. Finally, the City will be coordinating with the SCWA on an internal spill response matrix and public education spill response brochure, ensuring that the appropriate City contact information is included on the outreach materials.
Water Waste Prohibition	The City enforces its water waste prohibition ordinance, designed to encourage water customers to repair outdoor water leaks and to prevent runoff to the storm drain system from over-irrigation of landscapes. When a violation of the ordinance is observed, personal contact is made with the resident regarding water wasting. If that is not possible, the City places a tag on the customer's door with the following statement, "First Notification of Water Wasting." The door tag also contains the Ordinance No. 672 definition of water wasting. City staff follows up on the violation approximately seven days later. If the problem has not been corrected, a second tag is placed as a reminder that informs the customer that water service will be discontinued within three days if the problem is not corrected. The City has not had to turn off water service to any customers for water wasting, as the customers have always corrected the problem after the first or second violation. The City will continue to enforce the water waste prohibition, with a goal of 100 percent corrective action.
Commercial / Industrial Inspections	**Sonoma County Department of Emergency Services** The SCDES inspects the 42 facilities within the City that handle hazardous materials, generate hazardous wastes, maintain underground or aboveground fuel storage tanks, treat hazardous wastes, or handle acutely hazardous materials. Retail gasoline outlets (RGOs) are inspected annually to comply with Title 23 requirements. Automotive service facilities (ASFs) are inspected every three years to comply with Health and Safety Code Chapter 6.95 requirements. The SCDES will begin enhancing their inspections of RGOs and ASFs within their permit boundary to include storm water BMPs and educational outreach. **City of Santa Rosa Industrial Waste Department** The City has an agreement with the Santa Rosa Industrial Waste Department that provides the legal authority for Santa Rosa's industrial waste inspectors to conduct wastewater discharge inspection and sampling. During the inspections, the City of Santa Rosa Industrial Waste Department checks for signs of illicit discharges and ensures that good cleaning practices are used. For restaurants, this includes proper cleaning of floormats, dumpster areas, spill cleanup, and proper disposal of washwater, grease, and oil. The City will be obtaining and evaluating the results of the SCDES and City of Santa Rosa Industrial Waste inspections to determine areas of concern to be targeted for educational outreach and additional monitoring.

Additional BMPs that the City will be implementing include developing and enforcing a storm water ordinance to prohibit illicit discharges to the storm drain system. The City will review model ordinances while developing the storm water ordinance, and will have the ordinance reviewed by the appropriate City staff, attorney, and adopted by the City Council.

Training and outreach on the storm water ordinance will include providing in-house training on the new requirements to all the Public Works maintenance workers. The City will also include

information on the new ordinances in public service announcements to the City's local paper, the Community Voice, as well as in other media, including the Community Recreational Guide and in storm water educational materials.

The City will also be developing and using a storm system maintenance log to document the location and observations made during storm drain maintenance, including excessive debris, suspicious discharges, odors, dry-weather flow, structural problems, and others. The results will be evaluated to determine areas of concern to be targeted for outreach and more frequent monitoring / maintenance.

Additional BMPs include developing and implementing sanitary sewer overflow response and reporting procedures, searching for illicit connections during the Inflow & Infiltration program, and updating storm drain maps.

4.4 Construction Site Storm Water Runoff Control

Because of the importance of sediment reduction to the success of this program and the health of the Russian River and its tributaries, the City will be placing special emphasis on the BMPs in this MCM. The City's program consists of developing, implementing, and enforcing an erosion and sediment control program for construction activities that disturb one or more acres.

The City will be developing and enforcing an erosion and sediment control ordinance requiring erosion control plans for sites disturbing greater than 1 acre, as well as design standards, requirements for construction site control measures, review and approval, and inspection and enforcement for construction activities. The City will review model ordinances while developing the erosion control ordinance, and will have the ordinance reviewed by the appropriate City staff, attorney, and adopted by the City Council.

Training and outreach on the erosion control ordinance will include providing in-house training on the new requirements to all of the appropriate Public Works staff involved in plan review, inspection, and enforcement. In addition to the in-house training, the City will coordinate with local agencies on potential joint training opportunities for all of the City's construction site inspectors by the end of the permit term. Outreach to the development community will include the development of a flowchart describing the new requirements. The flowchart and the new ordinance will be distributed to 100 percent of developers and contractors during pre-design and pre-construction meetings.

Upon receipt of training, City staff will begin enforcement of the ordinance, ensuring that 100 percent of applicable construction projects have approved erosion control plans. The City will track the proportion of erosion control plans submitted that meet the new requirements. The City will evaluate the results and determine if additional education and outreach to developers and contractors is needed.

Public Works will also build off of existing inspection protocols to develop specific construction site inspection procedures, including checklists, educational materials, scheduling for pre-storm and post-storm inspections, and enforcement escalation processes. These new procedures will be used to inspect, document, and enforce 100 percent of construction sites within the City.

4.5 Post-Construction Storm Water Management

Several storm-water-related activities related to this MCM are currently implemented within the City. A description of these activities is provided in the following table.

Existing Post-Construction Storm Water Control BMPs

BMP	Description
Creek Setback Requirements	The City's creek setback requirements prohibit construction within thirty feet of the top of the bank on either side of a waterway, stream, creek, or unimproved flood-control channel, and within ten feet of an improved flood-control channel or waterway. The requirements also include a fifteen-foot dedication of land to the City for open space and recreational purposes. The City will continue to enforce the creek setback requirements, with the goal of 100 percent compliance for all applicable projects.
CEQA Checklist Revision	The California Environmental Quality Act (CEQA) is the foundation of environmental law and policy in California. CEQA's main objectives are to disclose to decision makers and the public the significant environmental effects of proposed activities and to require agencies to avoid or reduce the environmental effects by implementing feasible alternatives or mitigation measures. The State CEQA Guidelines, adopted by the Resources Agency, are the primary rules and source of interpretation of CEQA. The City has historically incorporated the Guidelines by reference, however the City will be updating their CEQA procedures to include several additional items to the CEQA Appendix G Checklist. The City will evaluate the effectiveness of the checklist revisions by tracking the proportion of all projects being reviewed using the updated CEQA checklist that are required to make changes to plans to mitigate storm water impacts.
Water Efficient Landscape Ordinance	The City's water efficient landscape ordinance ensures the efficient use of water by establishing standards for landscape design appropriate to the City's climate, soils, water resources, land use and resource planning. The City requires developers to submit a preliminary landscape statement that contains a brief description of the planting and design actions that are intended to meet the ordinance requirements. The developers are also required to submit a final design plan with the design review application, including landscape and an irrigation design plans, which are reviewed by the City for compliance. Upon completion of the landscape installation, the design principal or property owner is required to submit to the building department a certificate of completion and a certificate of conformance, stating that the project has been installed as designed, or with documentation of suitable substitutions. The City will continue to enforce the water efficient landscape ordinance, with the goal of 100 percent compliance for applicable projects.

Additional BMPs that the City will be implementing include developing a program to address storm water pollution prevention in development planning for private and public new development and re-development. This includes designating a post-construction program development coordinator and team, which will then hold strategy-planning meetings to

determine program goals, scope, and requirements applicable to the City. This will include the review of design standards of Attachment 4 of the General Phase II Municipal Storm Water Permit, as well as the City of Santa Rosa and County of Sonoma SUSMP ordinance / guidance manual. The team will then begin developing the program, including outlining requirements during the planning, design and construction / post-construction phases, design standards for site planning measures and source / treatment control BMPs, and requirements for long-term monitoring and maintenance.

The City will develop an ordinance based on the applicable goals, scope, and requirements, which will be reviewed by the City attorney, approved by the planning commission, and presented at a City Council meeting to obtain input from council members and the public. Following the City Council adoption of the ordinance, in-house training will be provided for all applicable staff during staff review committee meetings. Outreach to the development community will include the development of a flowchart describing the new requirements. The flowchart and the new ordinance will be distributed to 100 percent of developers during pre-design meetings.

The ordinance will include requirements for property owners of new developments to monitor and maintain source and treatment control BMPs at least once a year or as specified by the designer or manufacturer of the BMP. The City will develop a program to ensure compliance with this requirement. The City will conjunctively develop a post-construction BMP maintenance program for existing and future post-construction BMPs on City owned properties, including a BMP inventory and schedules for inspection and maintenance.

4.6 Pollution Prevention / Good Housekeeping For Municipal Operations

Several storm-water-related activities related to this MCM are currently implemented within the City. A description of these activities is provided in the following table.

Existing Pollution Prevention / Good Housekeeping BMPs

BMP	Description
Street Sweeping	The City contracts street sweeping activities to Waste Management. Street sweeping is performed on Thursday and Friday each week. The City will be identifying areas where more frequent cleaning of streets is necessary. These areas will then be targeted for more frequent cleaning and educational outreach.
Storm Drain Maintenance	The Public Works department inspects and cleans storm-drain pipes and inlet structures throughout the year. In 2003, there were approximately 872 drop inlets and curb inlets in the City. Due to limited personnel, the department is not able to inspect and clean each of the storm drain inlets annually. Rather, priority is given to known problem areas and industrial areas. The City will be developing and using a storm system maintenance log to document the location and observations made during storm drain maintenance, including excessive debris, suspicious discharges, odors, dry-weather flow, structural problems, and others. In house-training on use of the form will be provided to all Public Works maintenance workers.

BMP	Description
	The maintenance logs will be periodically reviewed to determine areas of concern to be targeted for outreach and more frequent monitoring / maintenance.

Additional BMPs that the City will be implementing include developing an emergency action plan for responding to spills within the City, including interagency coordination procedures, and clear definition of roles and responsibilities. A flowchart will also be developed for ease of use, and in-house training will be provided on the spill response action plan as well as general storm water pollution prevention.

The City will also be conducting a pilot study where fossil filters will be installed in storm drains located in the City parking lot on West Sierra Avenue and the Park n Ride lot off of Highway 116. The City will perform maintenance as specified by the manufacturer, and the effectiveness of the filters will be evaluated to determine if additional filters will be placed in storm drains during the next permit term.

The City will review current landscape policies, including the development of an inventory of pesticides, herbicides, and fertilizers currently used. The current procedures will be evaluated and compared to alternative methods of pest control, and based on the evaluation, a meeting will be held with the City's landscape contractor to discuss alternative methods. The goal of the program is to reduce the volume of pesticides and herbicides used.

Additional BMPs that the City will be conducting include clarifying roles and responsibilities with the SCWA regarding creek and channel maintenance within the City, and developing procedures, when applicable, for dechlorinating water generated during fire hydrant flow testing, water system flushes, and other large-scale dewatering operations.

4.7 Monitoring and Evaluation

The Regional Water Board requires that an Annual Report be submitted that summarizes the previous fiscal year's storm water management activities and the results of those activities. The first report will likely be due on September 15, 2005, after the City has obtained official coverage under the Phase II program. Subsequent Annual Reports are due on September 15th of each year and will summarize the activities performed July 1st of the preceding year through June 30th of the current year.

The City will periodically document activities that took place during the fiscal year, regularly determine if measurable goals were achieved, and assess the success or failure of the selected BMPs included in the attached tables. If, upon evaluation of the SWMP, improved controls are identified as necessary, the City will revise their mix of BMPs to provide for a more effective program. The City will provide justification for such changes in the Annual Report or memorandums to the Regional Water Board.

The Annual Report will be prepared using summary tables based on the format of Table 1 of this SWMP. These summary tables would be accompanied by text for explanation of, and elaboration on, the activities conducted during the year, as needed.

5.0 SIGNATORY REQUIREMENT

"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 assure 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, to the best of my knowledge and belief, the information submitted is 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."

_____ _____

Terry Stubbings — Date
City Manager, City of Cotati

6.0 ACRONYM LIST

Acronym	Definition
BMP	Best Management Practice
CEQA	California Environmental Quality Act
CMP	Corrugated metal pipe
CUPA	Certified Unified Program Agency
EPA	Environmental Protection Agency
General Permit	Final State General Storm Water Permit
MCM	Minimum Control Measure
MS4	Municipal Separate Storm Sewer System
NOI	Notice of Intent
NPDES	National Pollutant Discharge Elimination System
PVC	Poly-vinyl chloride
RCP	Reinforced concrete pipe
Regional Water Board	North Coast Regional Water Quality Control Board
RRWA	Russian River Watershed Association
SCDES	Sonoma County Department of Emergency Services
SCWA	Sonoma County Water Agency
SCWMA	Sonoma County Waste Management Agency
SUSMP	Standard Urban Storm Water Mitigation Plan
SWMP	Storm Water Management Plan
TMDL	Total Maximum Daily Load

Tables

Table 1. City of Cotati
Storm Water Management Plan At A Glance

Minimum Control Measure	BMP #	Activity/Best Management Practices	FY 03/04	FY 04/05	FY 05/06	FY 06/07	FY 07/08	Implementation Plan	Measurable Goal	Message(s)/Pollutants Addressed	Target Audience(s)	Implementer(s)
Public Education and Outreach	**1a.**	Classroom Education on Storm Water		X				Contact SCWA to discuss the possibility of adding a storm water element to the existing program. *Note: See SWMP text pg. 7 for a description of the Water Education Program.*	Existing storm water pollution prevention workplans identified / developed	Storm water awareness	SCWA and schoolteachers	City Engineer
	1b.			X	X	X	X	Track implementation of the existing SCWA program in Cotati schools.	100 % of school participation tracked	Storm water awareness	SCWA	City Engineer
	2a.	Education / Outreach for Commercial Activities	X	X	X	X	X	Coordinate with the Sonoma County Department of Emergency Services and the City of Santa Rosa Industrial Waste Department to ensure that all businesses within the City receive storm water educational materials at least once during the permit term. *Note: See SWMP text pg. 7 for a description of educational components of existing inspections.*	100 % of inspected businesses receive storm water educational materials by the end of the permit term	Nutrients / Hydrocarbons, Illicit discharges	SCDES, City of Santa Rosa Industrial Waste Dept., Industrial and Commercial Businesses	City Engineer
	2b.				X			Coordinate with City of Santa Rosa Industrial Waste Department to improve coordination related to service start up and shut down.	100 % of new service start-ups and shut downs reported to City of Santa Rosa Industrial Waste Department	Program Implementation / Enforcement	City of Santa Rosa Industrial Waste Dept.	City Engineer, Program Leader
	2c.			X				Work with SCDES to send information about the Sonoma Green Business Program along with self-assessment packets to eligible automotive facilities within the city. *Note: See SWMP text pg. 7-8 for a description of the Green Business Program.*	Self-assessment packets sent to 100% of automotive facilities within the city; An increase in the number of automotive facilities participating in the Green Business Program	Hydrocarbons, Storm water awareness	SCDES, Automotive facilities	City Engineer
	3a.	Outreach to Construction Contractors		X				Develop a series of pamphlets describing storm water pollution prevention measures for specific types of construction industry activities.	Pamphlets developed.	Sediment, Storm water pollution prevention	Construction Contractors	City Engineer
	3b.				X	X	X	Distribute pamphlets during pre-construction meetings and construction site inspections	Pamphlets handed out to 100 % of contractors at pre-development meetings and 100 % of construction site inspections.	Sediment, Storm water pollution prevention	Construction Contractors	Program Leader, Field Maintenance Supervisor
	4	Water Conservation Practices			X	X	X	Incorporate a storm water message into the City's water conservation public information program. *Note: See SWMP text pg. 8 for a description of the City's Water Conservation Program.*	Incorporate a storm water message into at least one water conservation educational outreach effort by the end of the permit term	Water awareness and conservation / sediment, nutrients	Residents and Businesses	City Engineer
	5a.	Educational Outreach to Public	X	X	X	X	X	Distribute storm water educational materials at the Spring and Fall Earth Day events. *Note: See SWMP text pg. 8 for a description of the Spring and Fall Earth Day events*	Educational materials handed out at one Earth Day event per year over the permit term	Priority pollutants, storm water awareness	Public	City Engineer
	5b.			X	X	X	X	Provide free educational materials at City Hall	Storm water educational materials available at City Hall 100 % of the time.	Priority pollutants, storm water awareness	Public	Administrative Services
	5c.		X	X	X	X	X	Develop and submit storm water program related public service announcements to the Community Voice and Community Guide.	At least 1 public service announcement submitted per year	Storm water awareness	Public	City Engineer

Table 1. City of Cotati
Storm Water Management Plan At A Glance

Minimum Control Measure	BMP #	Activity/Best Management Practices	FY 03/04	FY 04/05	FY 05/06	FY 06/07	FY 07/08	Implementation Plan	Measurable Goal	Message(s)/Pollutants Addressed	Target Audience(s)	Implementer(s)
	6	Pet Waste Signs			X	X	X	Work with the Sonoma County Water Agency to develop a sign that can be placed on Water Agency owned flood channels within the City limits. The signs would encourage the public to pick up after their pet. *Note: See SWMP text pg. 8 for a description of the Water Agency Pet Waste Sign program.*	Install at least 3 signs by the end of the permit term.	Nutrients	SCWA, Pet Owners	City Engineer, Program Leader
	7	Develop Educational Materials	X	X	X	X	X	Obtain educational storm water materials (bi-lingual where possible) related to the City's priority pollutants	Educational materials related to each priority pollutant have been obtained by end of permit term	Priority pollutants, storm water awareness	Public	City Engineer
	8	Our Water Our World Program	X	X	X	X	X	Promote nursery participation in the Our Water Our World program. *Note: See SWMP text pg. 8-9 for a description of the Our Water Our World program.*	At least 1 nursery involved in OWOW program by end of permit term	Nutrients, pesticides, herbicides	Nurseries, Public	City Engineer

Table 1. City of Cotati
Storm Water Management Plan At A Glance

Minimum Control Measure	BMP #	Activity/Best Management Practices	FY 03/04	FY 04/05	FY 05/06	FY 06/07	FY 07/08	Implementation Plan	Measurable Goal	Message(s)/Pollutants Addressed	Target Audience(s)	Implementer(s)
Public Involvement/ Participation	**1**	Advertising		X	X	X	X	Advertise the Spring and Fall Earth Day events, Cotati Creek Critter workdays, the Russian River First Flush Monitoring Program and all other public involvement opportunities annually in various media, including the Community Guide, Community Voice, and Community Bulletin Board. *Note: See SWMP text pg. 9 for a description of these events.*	100 % of public involvement opportunities are advertised annually	Public Involvement Opportunities	Public	City Engineer, Administrative Services
	2a.	Riparian Restoration		X	X	X	X	Collaborate with Cotati Creek Critters on additional urban creek restoration, educational outreach, and public involvement opportunities. *Note: See SWMP text pg. 9 for a description of these existing organizations.*	At least one meeting held to discuss collaboration opportunities	Sediment, Temperature	Cotati Creek Critters	City Engineer
	2b.				X	X	X	Coordinate with the Sonoma County Water Agency to encourage Creek Stewardship group activities within Water Agency owned channels in the City. *Note: See SWMP text pg. 9-10 for a description of the SCWA Creek Stewardship group.*	At least 1 creek stewardship group activity held within Water Agency owned channel in the City by the end of the permit term	Sediment, Temperature	SCWA	City Engineer, Program Leader
	3a.	Storm Drain Stenciling	X	X	X	X	X	Coordinate with Community and Environment Commission on storm drain stenciling opportunities	100 % of storm drains stenciled by end of permit term	Storm Water Pollution Prevention	Community and Environment Commission	City Engineer
	3b.		X	X	X	X	X	Pursue involvement in Sonoma County Waste Management Agency stenciling grant	100 % of storm drains stenciled by end of permit term	Storm Water Pollution Prevention Message	SCWA	City Engineer
	3c.			X	X	X	X	Amend storm drain design standards to require developers to install cast iron embossed covers with a no dumping message on all new storm drains	100 % compliance	Storm Water Pollution Prevention Message	Developers	City Engineer
	4	MS4 Coordination	X	X	X	X	X	City representative to attend Russian River Watershed Association meetings. *Note: See SWMP text pg. 10 For a description of the Russian River Watershed Association.*	Attendance at 100 % of meetings	Watershed approach to managing storm water issues	MS4s	City Manager, City Engineer
	5a.	Stakeholders Meetings	X					Public Meeting #1 - Presentation to Council and public of the Phase II NPDES program - January 15, 2003. Public invited to attend and comment	Record and incorporate comments of citizens and council into the Storm Water Management Plan	Awareness and participation in City's Storm Water Management Program	Citizens of Cotati, City Council	City Engineer
	5b.		X					Public Meeting # 2 - Present final draft of SWMP to City Council - February 11, 2003	Record and incorporate comments of citizens and council into the Storm Water Management Plan	Awareness and participation in City's Storm Water Management Program	Citizens of Cotati, City Council	City Engineer

Table 1. City of Cotati
Storm Water Management Plan At A Glance

Minimum Control Measure	BMP #	Activity/Best Management Practices	FY 03/04	FY 04/05	FY 05/06	FY 06/07	FY 07/08	Implementation Plan	Measurable Goal	Message(s)/Pollutants Addressed	Target Audience(s)	Implementer(s)
	6	Russian River First Flush Program		X	X	X	X	Evaluate the first flush sampling results to develop future SWMP policy, including outreach BMPs as appropriate. *Note: See SWMP text pg. 9 for a description of the Russian River First Flush Study Program.*	As needed, educational outreach BMPs developed to specifically address pollutants identified in the first flush sampling	Priority pollutants	Program Leader	City Engineer
	7	Landscaping Workshop			X	X	X	Collaborate with implementer's of the city's water conservation program to hold a residential lawn and garden care workshop	At least 1 workshop held by end of permit term	Nutrients, pesticides, Herbicides	Homeowners, Public	City Engineer

Table 1. City of Cotati
Storm Water Management Plan At A Glance

Minimum Control Measure	BMP #	Activity/Best Management Practices	FY 03/04	FY 04/05	FY 05/06	FY 06/07	FY 07/08	Implementation Plan	Measurable Goal	Message(s)/Pollutants Addressed	Target Audience(s)	Implementer(s)
Illicit Discharge Detection and Elimination	**1**	Storm Drain Master Plan	X	X	X	X	X	Storm Drain Master Plan updated in April 2002. Identifies system deficiencies and recommendations. Includes updated storm drain map.	100 % of storm drains mapped by end of permit term	Storm sewer system	Public Works	City Engineer
	2a.	Identifying Illicit Discharges		X	X	X	X	Coordinate with SCWA on complaint response and obtain recordkeeping information from SCWA regarding public calls related to illicit discharges to Agency owned channels within the City. *Note: See SWMP text pg. 10 - 11 for a description of the SCWA's call in line*	Determine areas of concern to be targeted for outreach and maintenance.	Illicit Discharges	SCWA	City Engineer
	2b.			X	X	X	X	Track complaints received through Public Works Department. Maintain records of follow-up activities to show that spills are adequately addressed.		Illicit Discharges	Public Works	Program Leader, City Engineer
	2c.			X				Coordinate with SCWA to include the appropriate city staff contact information on an internal spill response matrix and public education spill response brochure.	Appropriate city contact information included on outreach materials	Illicit Discharges	SCWA, Public	City Engineer
	2d.		X	X	X	X	X	Enforce water waste prohibition. *Note: See SWMP text pg. 11 for a description of the City's water waste prohibition ordinance*	100 % corrective action	Priority Pollutants	Water Customers	Program Leader, Administrative Services
	3a.	Sanitary Sewer Overflow Procedures		X	X	X	X	Develop and implement sanitary sewer overflow response and reporting procedures, including a flowchart that Public Works can use as guidance.	Procedures used for 100 % of sanitary sewer overflows	Nutrients, pathogens	Public Works	City Engineer, Program Leader, Field Maintenance Supervisor
	3b.			X				Program Leader to provide in-house training to staff related to the sanitary sewer overflow procedures	100 % of Public Works Personnel receive in-house training	Nutrients, pathogens	Public Works	Program Leader
	4	Illicit Connection Inspections	X					Cross Connection Inspections to be performed by Public Works staff in downtown area around Hub, using CCTV technology to confirm observations. Will be conducted in conjunction with Inflow & Infiltration program	Document and enforce 100 % of illicit connections identified	Illicit Connections	Public Works	Field Maintenance Supervisor
	5a.	Storm Water Ordinance	X					Review model ordinances and develop a storm water pollution prevention ordinance and enforcement procedures prohibiting and enforcing non-storm water discharges.	Ordinance developed	Illicit Discharges	Public	City Engineer, Program Leader
	5b.		X					City Attorney, Program Leader, and City Engineer to review storm water ordinance	Storm water ordinance reviewed and revised	Illicit Discharges	City Attorney, Program Leader, City Engineer	City Attorney, Program Leader, City Engineer
	5c.		X					Present ordinance to City Council	Storm water ordinance adopted	Illicit Discharges	City Council	City Engineer
	5d.			X				Public Works to conduct in-house training related to ordinance enforcement	100 % of applicable Public Works staff receive training	Priority Pollutants, Illicit Discharges	Public Works staff	Program Leader, City Engineer
	5e.				X			Include information on the storm water ordinance in public service announcements to the Community Voice, as well as other media	Information on the storm water ordinance included in at least 1 public service announcement	Illicit discharges	Public	City Engineer
	5f.			X	X	X	X	Oversee implementation and enforcement of ordinance	Enforce 100 % of observed illicit discharges	Priority Pollutants, Illicit Discharges	Public	Program Leader

Table 1. City of Cotati
Storm Water Management Plan At A Glance

Minimum Control Measure	BMP #	Activity/Best Management Practices	FY 03/04	FY 04/05	FY 05/06	FY 06/07	FY 07/08	Implementation Plan	Measurable Goal	Message(s)/Pollutants Addressed	Target Audience(s)	Implementer(s)
	6a.	Illegal Dumping Control		X	X	X	X	Develop and use a storm system maintenance log to document the location and observations made during storm drain maintenance, including excessive debris, suspicious discharges, odors, dry-weather flow, structural problems, and others.	Maintenance form developed and used to track 100 % of storm drain maintenance	Illicit Discharges	Public Works	Program Leader, Public Works Staff
	6b.				X	X	X	Track the locations of illicit discharges to determine areas of concern to be targeted for outreach and additional monitoring / maintenance	Areas of concern identified and additional outreach, monitoring and maintenance conducted	Illicit Discharges	Areas of concern to be identified	Program Leader, Public Works Staff
	6c.			X	X	X	X	Obtain and evaluate results of commercial / industrial inspections performed by the Sonoma County Department of Emergency Services and the City of Santa Rosa Industrial Waste Department. *Note: See SWMP text pg. 11 for a description of the inspections.*	Evaluate inspection results to determine areas of concern to be targeted for outreach and additional monitoring / maintenance	Illicit Discharges	SCDES, City of Santa Rosa Industrial Waste Dept., Program Leader	City Engineer
	6d.				X	X	X	Perform additional outreach, monitoring, and maintenance as necessary	Additional outreach, monitoring, and maintenance performed to 100 % of identified areas of concern	Illicit Discharges	Areas of concern to be identified	Program Leader, Public Works Staff
	7	Septic System Ordinance	X	X	X	X	X	The city requires all developments requiring a building permit or development review to enter into a sewer connection agreement with the city.	100 % of applicable projects comply with requirements	Nutrients, pathogens	Developers, Property Owners	City Engineer

Table 1. City of Cotati
Storm Water Management Plan At A Glance

Minimum Control Measure	BMP #	Activity/Best Management Practices	FY 03/04	FY 04/05	FY 05/06	FY 06/07	FY 07/08	Implementation Plan	Measurable Goal	Message(s)/Pollutants Addressed	Target Audience(s)	Implementer(s)
Construction Site Storm Water Runoff Control	**1a.**	Erosion Control Ordinance	X					Develop an erosion and sediment control ordinance requiring ECPs for applicable projects, as well as design standards, requirements for construction site control measures, review and approval, and inspection and enforcement for construction activities.	Grading and Erosion Control Ordinance developed	Sediment	Developers, Contractors	City Engineer, Program Leader
	1b.		X					City Attorney, Program Leader, and City Engineer to review erosion control ordinance	Storm water ordinance reviewed and revised	Sediment	City Attorney, Program Leader, City Engineer	City Attorney, Program Leader, City Engineer
	1c.		X					Present ordinance to City Council	Storm water ordinance adopted	Sediment	City Council	City Engineer
	2a.	Erosion Control Ordinance Training & Outreach		X				Provide in-house training during staff review committee meetings regarding new erosion control ordinance requirements to appropriate Public Works, Building, and Planning Department staff involved with plan review, approval, and construction site inspections.	100 % of appropriate staff received training	Sediment	Staff to be identified	City Engineer
	2b.			X	X	X	X	Develop and distribute outreach materials for developers and contractors such as a flowchart describing the Erosion Control Plan requirements.	Outreach materials distributed to 100 % of developers / contractors during pre-construction meetings	Sediment	Developers, Contractors	City Engineer
	3a.	Construction Site Inspections	X	X	X	X	X	Public Works staff to continue inspecting construction sites to ensure proper erosion and sediment controls	Inspect 100 % of construction sites	Sediment	Contractors	Public Works Superintendent and Field Maintenance Supervisor
	3b.			X	X			Public Works to develop construction site inspection procedures, including checklists, educational materials, scheduling for pre-storm and post-storm inspections, and enforcement.	Inspect, document, and enforce 100 % of construction sites	Sediment	Contractors	Public Works Superintendent and Field Maintenance Supervisor
	3c.			X	X	X	X	Coordinate with local agencies on potential joint training opportunities for construction site inspectors	100 % of appropriate staff receive training by the end of the permit term	Sediment	Public Works Superintendent and Field Maintenance Supervisor	City Engineer, Program Leader
	4a.	Construction Plan Review		X	X	X	X	Planning, Building, and Public Works Departments to review Erosion Control Plans for compliance with ordinance	100 % of applicable construction projects have approved Erosion Control Plans;	Sediment	Developers, Engineers, and Contractors	City Engineer
	4b.				X	X	X	Track the proportion of erosion control plans submitted that meet the city's new standards for erosion control	Evaluate the results and determine if additional education and outreach to developers and contractors is needed; Conduct additional outreach as necessary.	Sediment	Developers, Engineers, and Contractors	City Engineer

Table 1. City of Cotati
Storm Water Management Plan At A Glance

Minimum Control Measure	BMP #	Activity/Best Management Practices	FY 03/04	FY 04/05	FY 05/06	FY 06/07	FY 07/08	Implementation Plan	Measurable Goal	Message(s)/Pollutants Addressed	Target Audience(s)	Implementer(s)
	4c.		X	X	X	X	X	Already implemented - Revocable License Program - Developers with activities within right-of-way must obtain license, subjecting plans to agency review for construction BMPs. The SCWA is also contracted by the City to perform drainage review of new development.	100 % of applicable projects comply with the requirements	Sediment	Developers, Engineers, and Contractors	SCWA
	5	Land Use Code		X	X	X	X	The city is updating its zoning ordinance as part of the Land Use Code update. The ordinance includes the development of a hillside slope map.	100 % compliance with updated land use code	Sediment	Developers, Engineers, and Contractors	City Engineer

Table 1. City of Cotati
Storm Water Management Plan At A Glance

Minimum Control Measure	BMP #	Activity/Best Management Practices	FY 03/04	FY 04/05	FY 05/06	FY 06/07	FY 07/08	Implementation Plan	Measurable Goal	Message(s)/Pollutants Addressed	Target Audience(s)	Implementer(s)
Post-Construction Storm Water Management in New Development and Redevelopment	**1**	Creek Setback Requirement	X	X	X	X	X	Enforce compliance with creek setback requirements 17.40.150 through 17.40.170. *Note: See SWMP text pg. 13 for a description of the city's creek setback requirements.*	100 % of all applicable construction activities comply with requirements	Temperature	Developers and Engineers	City Planner
	2a.	California Environmental Quality Act (CEQA) Checklist Update		X				Review and revise the City's current CEQA checklist with additional language to directly address storm water impacts. *Note: See SWMP text pg. 13 for a description of CEQA.*	At least 1 additional checklist item related to storm water issues added to CEQA checklist	Priority Pollutants	Developers	Senior Planner, City Engineer
	2b.			X				Present CEQA checklist revisions to Planning Commission and City Council for approval / adoption	Modified CEQA checklist adopted	Priority Pollutants	Planning Commission / City Council	
	2c.			X				Use modified CEQA checklist on all applicable projects	Effectiveness Measure: What proportion of all projects being reviewed using the updated CEQA checklist are required to make changes to plans to mitigate storm water impacts.	Priority Pollutants	Developers	Senior Planner
	3	Water Efficient Landscaping	X	X	X	X	X	Enforce Municipal Code Chapter 17.29, Water Efficient Landscaping. *Note: See SWMP text pg. 13 for a description of the Water Efficient Landscaping ordinance.*	100 % of applicable projects comply with requirements	Priority Pollutants	Water Customers	City Engineer
	4a.	Post-Construction Storm Water Program		X	X			Designate program development coordinator and team	Identification of department staff to be involved in development of the program	Planning / Design Phase Storm Water Control	Developers, Engineers, Contractors	City Engineer
	4b.			X	X			Hold strategy planning meetings with development team to review / discuss the design standards of Attachment 4 of the General Phase II Municipal Storm Water Permit, as well as the City of Santa Rosa and County of Sonoma SUSMP ordinance / guidance manual.	Identification of program goals, scope, and requirements applicable to City	Priority Pollutants	Developers, Engineers, Contractors	To Be Identified
	4c.			X	X			Develop program addressing storm water pollution prevention in development planning for private and public improvement projects. Includes outlining requirements during the planning, design and construction / post-construction phases, design standards for site planning measures and source / treatment control BMPs, and requirements for long-term monitoring and maintenance.	Program developed	Priority Pollutants	Developers, Engineers, Contractors	To Be Identified
	5a.	Ordinance Development			X			Develop ordinance based on applicable goals, scope, and requirements.	Ordinance developed	Priority Pollutants	Developers, Engineers, Contractors	To Be Identified
	5b.				X			City Attorney to review ordinance	Ordinance reviewed for legal authority	Priority Pollutants	Developers, Engineers, Contractors	City Attorney
	5c.				X			Present ordinance at City Council meeting to provide the development community an opportunity to comment on the requirements.	Public meetings held; Ordinance adopted	Priority Pollutants	City Council, Development Community	City Engineer

Table 1. City of Cotati
Storm Water Management Plan At A Glance

Minimum Control Measure	BMP #	Activity/Best Management Practices	FY 03/04	FY 04/05	FY 05/06	FY 06/07	FY 07/08	Implementation Plan	Measurable Goal	Message(s)/Pollutants Addressed	Target Audience(s)	Implementer(s)
	6a.	Training / Outreach				X		Identify all applicable staff and provide in-house training on new requirements	100 % of appropriate staff received training	Program Implementation / Enforcement	City Staff involved in review process; To Be Identified	City Engineer
	6b.					X		Develop outreach materials for the development community such as flowcharts describing the Post-Construction Program requirements.	Distribute ordinance and any guidance documents / outreach materials to 100 % of developers during the initial planning phases	Public Outreach / Education	Developers, Engineers, Contractors	City Engineer
	7a.	BMP Inspections and Maintenance				X		Develop a program to enforce the ordinance requirements for property owners of new developments to monitor and maintain source and treatment control BMPs	All new source and treatment control BMPs are maintained at least once a year or as specified by the designer or manufacturer of the BMP	Operation & Maintenance	Property Owners	City Engineer, Program Leader
	7b.					X		Develop a post-construction BMP maintenance program for existing and future post-construction BMPs on City owned properties	Program developed and implemented that identifies existing post-construction BMPs on City owned properties and schedules for operation and maintenance.	Operation & Maintenance	Public Works	City Engineer, Program Leader
	8	Implementation					X	Begin ongoing implementation of ordinance	100 % of applicable projects comply with program	Planning / Design Phase Storm Water Control	Developers, Engineers, Contractors	To Be Identified

Table 1. City of Cotati
Storm Water Management Plan At A Glance

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Pollution Prevention/ Good Housekeeping for Municipal Operations	**1a.**	Street Sweeping			X			Identify areas where more frequent cleaning of streets is necessary. *Note: See SWMP text pg. 14 for a description of current street sweeping procedures.*	Areas of concern identified	Priority Pollutants	Public Works	Program Leader, Field Maintenance Supervisor
	1b.					X	X	Target identified areas of concern for more frequent cleaning and educational outreach as appropriate	More frequent cleaning of the areas identified	Priority Pollutants	Public Works	Program Leader, Field Maintenance Supervisor
	2a.	Storm Drain System Cleaning	X					Develop a maintenance form to record storm drain maintenance activities, including observations of illicit discharges. *Note: See SWMP text pg. 14-15 for a description of the current storm drain maintenance.*	Maintenance form developed	Priority Pollutants	Public Works	City Engineer, Program Leader, Field Maintenance Supervisor
	2b.		X					Provide in-house training related to use of the maintenance form to Public Works staff	100 % of appropriate Public Works staff receive training	Priority Pollutants	Public Works	City Engineer
	2c.			X	X	X	X	Use storm drain maintenance log to record storm drain system maintenance.	100 % of maintenance tracked	Priority Pollutants	Public Works	Public Works Staff
	2d.				X	X	X	Identify areas where more frequent cleaning is necessary	Areas identified and maintained more frequently	Priority Pollutants	Public Works	Program Leader, Field Maintenance Supervisor
	3a.	Storm Drain Filter Pilot Study				X		Conduct a pilot study to install fossil filters in the storm drains located in the City parking lot on West Sierra Avenue and the Park n Ride lot off of Highway 116.	1 filter placed in the West Sierra Avenue parking lot and in the Park n Ride lot	Hydrocarbons, Sediment	Public Works	Program Leader, City Engineer
	3b.					X	X	Perform maintenance as specified by the manufacturer	Maintenance performed in accordance with manufacturer; Effectiveness Measure: Evaluate the effectiveness of the filters and determine if additional filters would be appropriate for the next permit term	Hydrocarbons, Sediment	Public Works	Field Maintenance Supervisor, Program Leader, City Engineer
	4	Creek Maintenance Projects				X		Clarify roles and responsibilities with the SCWA regarding creek and channel maintenance within the City.	Creek maintenance responsibilities identified for all creeks and channels within the City	Priority Pollutants	SCWA	City Engineer, Program Leader
	5a.	Spill Response and Prevention			X			Develop a standard operating procedure for responding to spills within the City, including reporting protocols	Development of a standard operating procedure and flowchart for use in an emergency	Storm Water Pollution Prevention	Public Works	City Engineer, Program Leader, Police / Fire
	5b.				X			Provide in-house training on spill response standard operating procedures and pollution prevention	100 % of Public Works Personnel receive in-house training	Storm Water Pollution Prevention	Public Works	City Engineer, Program Leader
	6a.	Alternative Discharge Options for Chlorinated Water					X	Develop procedures for dechlorinating water generated during fire hydrant flow testing, water system flushes, and other large-scale dewatering operations.	Procedures developed	Chlorine	Fire Dept., Public Works	Program Leader, Field Maintenance Supervisor, Fire Chief
	6b.						X	Provide in-house training for key implementers	100 % of appropriate staff receive training	Chlorine	Fire Dept., Public Works	Program Leader, Fire Chief

Table 1. City of Cotati
Storm Water Management Plan At A Glance

Minimum Control Measure	BMP #	Activity/Best Management Practices	FY 03/04	FY 04/05	FY 05/06	FY 06/07	FY 07/08	Implementation Plan	Measurable Goal	Message(s)/Pollutants Addressed	Target Audience(s)	Implementer(s)
	6c.						X	Implement Procedures	Procedures implemented 100 % of the time	Chlorine	Fire Dept., Public Works	Program Leader, Fire Chief
	7a.	Landscaping and Lawn Care			X			Review current landscape policies, including an inventory of pesticides, herbicides, and fertilizers used.	100 % of pesticides / herbicides inventoried; Evaluation of current procedures completed	Pesticides / Herbicides	Landscape Contractor	City Engineer, Program Leader
	7b.				X			Hold meeting with contractor to discuss alternative methods to reduce use of pesticides and herbicides	Reduction in the volume of pesticides and herbicides used	Pesticides / Herbicides	Landscape Contractor	Program Leader, City Engineer
	8a.	Storm Drain System Improvement Projects	X					The city will be performing a storm drainage study along Locust Avenue	Completion of Locust Avenue drainage study	Flood prevention	Public Works	City Engineer
	8b.			X	X			Complete the Cotati Creek by-pass project	By-pass project completed	Flood prevention	Public Works	City Engineer, Program Leader

Abbreviations:

BMP = Best Management Practice
CEQA = California Environmental Quality Act
ECP = Erosion Control Plan
NPDES = National Pollutant Discharge Elimination System
OWOW = Our Water Our World
SCDES = Sonoma County Department of Emergency Services
SCWA = Sonoma County Water Agency
SUSMP = Standard Urban Storm Water Mitigation Plan
SWMP = Storm Water Management Plan

Figures

LEGEND

WATERWAY

WATERSHED BOUNDARY

CITY LIMITS

SCALE

−1500' 0 1500' 3000'

1" = 3000'

CITY OF COTATI
DRAWING INDEX
FIGURE 3A

WINZLER & KELLY
CONSULTING ENGINEERS

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