

Monterey Regional Storm Water Management Program

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Section 1 Introduction

Background

Since the passage of the Clean Water Act (CWA), the quality of our Nation's waters has improved dramatically. Despite this progress, however, degraded waterbodies still exist. According to the 1996 National Water Quality Inventory (Inventory), a biennial summary of State surveys of water quality, approximately 40 percent of surveyed U.S. waterbodies are still impaired by pollution and do not meet water quality standards. A leading source of this impairment is polluted runoff. In fact, according to the Inventory, 13 percent of impaired rivers, 21 percent of impaired lake acres and 45 percent of impaired estuaries are affected by urban/suburban storm water runoff and 6 percent of impaired rivers, 11 percent of impaired lake acres and 11 percent of impaired estuaries are affected by construction site discharges.

In 1972, the Federal Water Pollution Control Act (also referred to as the Clean Water Act [CWA]) was amended to provide that the discharge of pollutants to waters of the United States from any point source is unlawful unless the discharge is in compliance with a National Pollutant Discharge Elimination System (NPDES) permit. The 1987 amendments to the CWA added §402(p), which established a framework for regulating certain storm water discharges under the NPDES Program.

Phase I of the U.S. Environmental Protection Agency's (EPA) storm water program was promulgated in 1990 under the CWA. Phase I relies on National Pollutant Discharge Elimination System (NPDES) permit coverage to address storm water runoff from: (1) "medium" and "large" municipal separate storm sewer systems (MS4s) generally serving populations of 100,000 or greater, (2) construction activity disturbing 5 acres of land or greater, and (3) ten categories of industrial activity.

On December 8, 1999, EPA promulgated regulations known as the Storm Water Phase II Final Rule. The Phase II program expanded the Phase I program by requiring additional operators of MS4s in urbanized areas and operators of small construction sites, through the use of NPDES permits, to implement programs and practices to control polluted storm water runoff.

Purpose of the Storm Water Management Program

The purpose of the Monterey Regional Storm Water Management Program (MRSWMP) is to implement and enforce a series of management practices, referred to herein as "Best Management Practices" (BMPs). These BMPs are designed to reduce the discharge of pollutants from the municipal separate storm sewer systems to the "maximum extent practicable," to protect water quality, and to satisfy the appropriate water quality requirements of the Clean Water Act. The achievement of these objectives will be gauged using a series of

Measurable Goals, which also are contained in the MRSWMP.

The BMPs are grouped under the following six “Minimum Control Measures”, which are required under the Phase II regulations:

1. Public Education and Outreach
2. Public Participation/Involvement
3. Illicit Discharge Detection and Elimination
4. Construction Site Runoff Control
5. Post-Construction Runoff Control
6. Pollution Prevention/Good Housekeeping

Content of the Monterey Regional Storm Water Management Program

The MRSWMP describes the organizational framework under which the participating entities will work together to accomplish the objectives of the Program. It contains a description, and map, of the areas to be covered by the NPDES permit for which the Program was prepared. It also describes how the BMPs and Measurable Goals will be applied and enforced within the jurisdictional boundaries of each of the participating entities.

The heart of the MRSWMP is the listing of BMPs and Measurable Goals. This list was developed by the participating entities, using the very comprehensive list of potential BMPs and Measurable Goals promulgated by EPA. The MRSWMP list contains those BMPs and Measurable Goals that the participants believe will be most useful and effective in reducing the discharge of pollutants from storm sewer systems within the particular geographic area covered by this permit.

The participating entities also used the Model Urban Runoff Program (MURP) which was completed in July of 1998. MURP is a comprehensive how-to guide developed for local governments to address the issues of polluted runoff in the urban environment. The MURP provides options to help small municipalities develop their own urban runoff programs for the Phase II process. The MURP was prepared by the City of Monterey, City of Santa Cruz, MBNMS, California Coastal Commission, Association of Monterey Bay Area Governments (AMBAG), Woodward-Clyde Consultants, and the Central Coast Regional Water Quality Control Board with money from a State 319 (h) grant. Many other local municipal agencies acted as peer reviewers throughout the development of the MURP through semi-annual meetings of the AMBAG Stormwater Task Force, now known as the Monterey Bay Stormwater Information Exchange.

Section 2

NPDES Phase II Program and Requirements

Description of the Phase II NPDES Program

The Phase II NPDES Program is intended to address potentially adverse impacts to water quality and aquatic habitat by instituting the use of controls on the unregulated sources of storm water discharges that have the greatest likelihood of causing continued environmental degradation. The environmental problems associated with discharges from MS4s in urbanized areas and discharges resulting from construction activity are outlined below. Although these problems provide the basis and rationale for the Phase II Program, it is important to note that these problems do not necessarily exist or pertain to the storm drains that are the subject of the MRSWMP.

Storm water discharges from MS4s in urbanized areas are a concern because of the potential for these discharges to contain pollutants. Concentrated development in urbanized areas substantially increases impervious surfaces, such as city streets, driveways, parking lots, and sidewalks, on which pollutants from concentrated human activities can settle and remain until a storm event washes them into nearby storm drains.

Common pollutants include pesticides, fertilizers, oils, salt, litter and other debris, and sediment. Another concern is the possible illicit connections of sanitary sewers, which can result in fecal coliform bacteria entering the storm sewer system. Storm water runoff can pick up and transport these and other potentially harmful pollutants and discharge them untreated to waterways via storm sewer systems. Under some circumstances, these discharges can result in fish kills, the destruction of spawning and wildlife habitats, a loss in aesthetic value, and contamination of drinking water supplies and recreational waterways that can threaten public health.

Uncontrolled runoff from construction sites is a water quality concern because of the effects that sedimentation can have on local water bodies, particularly small streams. Numerous studies have shown that the amount of sediment transported by storm water runoff from construction sites with no controls is significantly greater than from sites with controls. In addition to sediment, pollutants such as pesticides, petroleum products, construction chemicals, solvents, asphalts, and acids can be present at construction sites and have the potential under some circumstances to be picked up by storm water. During storms, construction sites can be the source of sediment-laden runoff, which can overwhelm a small stream channel's capacity, resulting in streambed scour, streambank erosion, and loss of near-stream vegetative cover. Where left uncontrolled, sediment-laden runoff has been shown to result in the loss of in-stream habitats for fish and other aquatic species, an increased difficulty in filtering drinking water, the loss of drinking water reservoir storage capacity, and negative impacts on the navigational capacity of waterways.

The Phase II NPDES Program contains the following six program elements, termed

“Minimum Control Measures.”

1. *Public Education and Outreach*

Distributing educational materials and performing outreach to inform citizens about the potential impacts polluted storm water runoff discharges can have on water quality.

2. *Public Participation/Involvement*

Providing opportunities for citizens to participate in program development and implementation, including effectively publicizing public hearings and/or encouraging citizen representatives to attend storm water management program meetings.

3. *Illicit Discharge Detection and Elimination*

Developing and implementing a plan to detect and eliminate illicit discharges to the storm sewer system. This includes developing a system map, informing the community about hazards associated with illegal discharges and improper disposal of waste, and enforcement measures.

4. *Construction Site Runoff Control*

Developing, implementing, and enforcing an erosion and sediment control program for construction activities that disturb 1 or more acres of land (controls could include silt fences and temporary storm water detention ponds).

5. *Post-Construction Runoff Control*

Developing, implementing, and enforcing a program to address discharges of post-construction storm water runoff from new development and redevelopment areas. Applicable controls could include preventative actions such as protecting sensitive areas (e.g., wetlands) or the use of structural BMPs such as grassed swales or porous pavement.

6. *Pollution Prevention/Good Housekeeping*

Developing and implementing a program with the goal of preventing or reducing pollutant runoff from municipal operations. The program must include municipal staff training on pollution prevention measures and techniques, which might include such things as regular street sweeping, reduction in the use of pesticides or street salt, or frequent catch-basin cleaning.

Summary of State Phase II General Permit Requirements

General

The EPA delegated to the State Water Resources Control Board (SWRCB) the authority to administer and enforce the Phase II NPDES Program within the State of California. In 2003 the SWRCB adopted a General Permit for storm water discharges from regulated Small MS4s. An “MS4” is defined as a conveyance or system of conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, man-made channels, or storm drains): (i) designed or used for collecting or conveying storm water; (ii) which is not a combined sewer; and (iii) which is not part of a Publicly Owned Treatment Works (POTW) as defined at Title 40 of the Code of Federal Regulations (CFR) §122.2.

A “Small MS4” is defined as an MS4 within a U.S. Census Bureau defined “urbanized area” that is not a permitted MS4 under the Phase I regulations. This definition of a Small MS4

applies to MS4s operated within cities and counties as well as governmental facilities that have a system of storm sewers.

Federal regulations allow two permitting options for storm water discharges (individual permits and general permits). The SWRCB elected to adopt a statewide general permit in order to efficiently regulate numerous storm water discharges under a single permit. In certain situations a storm water discharge may be more appropriately and effectively regulated by an individual permit, a region-specific general permit, or by inclusion in an existing Phase I permit. In these situations, the Regional Water Quality Control Board (RWQCB) Executive Officer (EO) will direct the MS4 operator to submit the appropriate application, in lieu of a Notice of Intent to comply with the terms of this General Permit. In these situations, the individual or regional permits will govern, rather than the General Permit.

Entities Subject to the General Permit

The General Permit regulates discharges of storm water from “regulated Small MS4s.” A “regulated Small MS4” is defined as a Small MS4 that discharges to a water of the U.S. or other MS4 regulated by an NPDES permit and is designated in one of the following ways:

1. Automatically designated by U.S. EPA pursuant to 40 CFR §122.32(a)(1) because it is located within an urbanized area defined by the Bureau of the Census (see Attachment 1); or
2. Individually designated by the SWRCB or RWQCB after consideration of the following factors:

a. High population density – High population density means an area with greater than 1,000 residents per square mile. Also to be considered in this definition is a high density created by a non-residential population, such as tourists or commuters.

b. High growth or growth potential –If an area grew by more than 25% between 1990 and 2000, it is a high growth area. If an area anticipates a growth rate of more than 25% over a 10-year period ending prior to the end of the first permit term, it has high growth potential.

c. Significant contributor of pollutants to an interconnected permitted MS4 – A small MS4 is interconnected with a separate permitted MS4, if storm water that has entered the Small MS4 is allowed to flow directly into a permitted MS4. In general, if the Small MS4 discharges more than 10% of its storm water to the permitted MS4, or its discharge makes up more than 10% of the other permitted MS4’s total storm water volume, it is a significant contributor of pollutants to the permitted MS4. In specific cases, the MS4s involved, or third parties, may show that the 10% threshold is inappropriate for the MS4 in question.

d. Discharge to sensitive water bodies – Sensitive water bodies are receiving waters, including groundwater, which are a priority to protect. They include the following:

- Those listed as providing or known to provide habitat for threatened or endangered species;
- Those used for recreation that are subject to beach closings or health warnings; or
- Those listed as impaired pursuant to CWA §303(d) due to constituents of concern in urban runoff (these include BOD, sediment, pathogens, petroleum hydrocarbons, heavy metals, floatables, polycyclic aromatic hydrocarbons (PAHs), trash, and other constituents that are found in the MS4 discharge). Additional criteria to qualify as a sensitive water body may exist and may be determined by the SWRCB or RWQCB on a case-by-case basis along with the MS4’s designation justification.

e. Significant contributor of pollutants to waters of the United States –Specific conditions presented by the MS4 may lead to significant pollutant loading to waters of the U.S. that are otherwise unregulated or inadequately regulated. An example of such a condition may be the presence of a large transportation industry.

These factors are considered when the SWRCB evaluates whether a Small MS4 should be required to implement a storm water program that meets the provisions of the General Permit. An MS4 and the population that it serves need not meet all of the factors to be designated. These factors were chosen to target MS4s that in general have the potential to impact water quality due to conditions influencing discharges into their system or due to where they discharge.

The definition of a Small MS4 provided at §122.26(b)(16) includes systems of storm water conveyances owned or operated by the United States, a State, city, town, borough, county, parish, district, association, or other public body (created by or pursuant to State law) having jurisdiction over disposal of sewage, industrial wastes, storm water, or other wastes, including special districts under State law such as a sewer district, flood control district or drainage district, or similar entity. This term includes systems similar to separate storm sewer systems in municipalities, such as systems at military bases, large hospital or prison complexes, and highways and other thoroughfares. This term does not include separate storm sewers in very discrete areas, such as individual buildings.

There is a wide array of governmental facilities with varying storm water conveyance structures. Some of the structures clearly form a system of conveyances similar to those in municipalities while others do not. In general, storm water structures serving public campuses (including universities, community colleges, primary schools, and other publicly owned learning institutions with campuses), military bases, and prison and hospital complexes are Small MS4s that are similar to traditional storm water systems that serve cities and counties. Those Small MS4s within or adjacent to a regulated Small, medium, or large MS4s are themselves regulated Small MS4s and are subject to an MS4 storm water permit.

There may be instances where a governmental facility does not have a storm sewer system that is similar to a traditional MS4 but is a significant source of pollutants and may be designated as a regulated Small MS4 by §122.26(a)(v).

While discharges from Small MS4s serving a city or county within the permit area of a permitted city or county will be regulated under the respective city or county permit, discharges from Small MS4s serving other governmental facilities (i.e. facilities owned and operated by the federal or state government) do not fall under the jurisdiction of the city or county and therefore may need to be permitted separately. Additionally, similar facilities operated privately are not subject to this permit because, by definition, only public entities operate Small MS4s, and the city or county has legal authority over the private entity.

Notification Requirements

As required by 40 CFR §122.33(c)(1) and the Porter-Cologne Water Quality Control Act (Porter-Cologne) §13376, regulated Small MS4s automatically designated because they are within an urbanized area must submit to the appropriate RWQCB by March 10, 2003, a

Notice of Intent (NOI) to comply with the terms of the General Permit, a Storm Water Management Program (SWMP), and a fee.

Regulated Small MS4s that fail to either (1) obtain coverage under this General Permit or a separate individual permit, or (2) secure a waiver from the NPDES program from the implementing agencies, will be in violation of the CWA and the Porter-Cologne Water Quality Control Act.

Once the RWQCB has approved its SWMP, a regulated Small MS4 will be considered to be permitted. The MS4 shall then begin implementing its SWMP. The Permittee may subsequently propose to the RWQCB changes in its SWMP. The RWQCB may also request changes to the SWMP, if it deems it appropriate in order to achieve compliance with the General Permit.

Section 3

Regional Permit Organization

Memorandum of Agreement for the Monterey Regional Storm Water Pollution Prevention Program

As mentioned in Section 2, the EPA has delegated authority to the SWRCB to administer and enforce the Phase II NPDES permit process within California. In turn the SWRCB has delegated permitting authority to the California Regional Water Quality Control Board – Central Coastal Basin (RWQCB-CCB) to administer the NPDES permit process within the area that this MRSWMP will be performed.

Since the Phase II Storm Water Regulations would affect most, if not all, of the member entities of the Monterey Regional Water Pollution Control Agency (MRWPCA), MRWPCA's Board of Directors directed its staff to determine if it could assist these entities in complying with these regulations.

A Working Group, comprised of public works representatives from each of MRWPCA's member entities, was formed in March 2000, and held a series of meetings. The purpose of the Working Group was to evaluate the feasibility and potential benefits of obtaining a Regional Permit, rather than individual entity permits, for those entities that would be subject to the Phase II permit requirements. The Working Group discussed and investigated a number of regional storm water permitting issues, and concluded that it would be mutually beneficial for the affected entities to band together and apply as co-permittees under a single General Permit.

To formalize this regional approach, in mid-2002 a "Memorandum of Agreement for the Monterey Regional Storm Water Pollution Prevention Program" was prepared and executed by the MRWPCA and by nine entities in the southern Monterey Bay area. The purpose of the Agreement was to create the administrative organization, responsibilities, and commitments to develop a regional storm water program and to cooperate to efficiently and economically comply with the Phase II NPDES requirements. The term of the Agreement commenced on the date the last permittee executed it in late 2002, and will terminate upon the expiration of the first NPDES Phase II storm water permit that is issued, unless this term is extended by the permittees.

The following are the key elements of the MRSWMP that has been developed under this Agreement:

- The purpose of the Program is to reduce pollution from storm water discharges and runoff. By doing this the Program is intended to fulfill the obligations of the Participating Entities with regard to EPA's Phase II Storm Water NPDES requirements, and is to be a collective effort and implementation of area-wide activities, designed to benefit all Participating Entities.

- A Management Committee was created to provide for overall Program coordination, review, and budget oversight, with respect to the NPDES Permit, and Bylaws were adopted. The Management Committee acts as the official management and oversight body for the Program, providing direction and guidance for the Program and the Program budget which will be adopted for each fiscal year. The Management Committee establishes timelines and budgets for completion of Program tasks.
- Unless otherwise advised by the Program Attorney, meetings of the Management Committee, including any closed sessions with the Program Attorney, will be conducted in accordance with the "Brown Act" (Government Code Section 54950 et seq.). This provides the public the opportunity to participate in the development and conduct of the program.
- The Management Committee selected the MRWPCA to be the initial Program Manager for the Program. As used in the Agreement, the term "Program Manager" has the same meaning as the term "Lead Agency" as defined in the Notice of Intent forms included in Appendix A. Although the MRWPCA itself is not required to be covered by a Phase II NPDES Permit, as Program Manager, the MRWPCA is responsible for Program management and administration, Permit management, technical program management, and related duties. The MRWPCA is not responsible for providing program management services related to individual Permittee's permit programs, but may provide such services under separate contracts with any of the permittees.
- Each of the permittees will be responsible for performing the following duties on behalf of its own jurisdiction:
 - Comply with applicable NPDES Permit conditions within its jurisdictional boundaries
 - Participate in Management Committee meetings and other required meetings of the permittees
 - Implement its Community-Specific Program
 - Provide reports to the Program Manager for purposes of reporting, on a joint basis, compliance with applicable provisions of the NPDES Permit and the status of Program implementation
 - Individually address inter-agency issues, agreements or other cooperative efforts.

A complete copy of the Agreement is contained in Appendix B.

Participating Entities

The following entities are signatories to the Agreement and are participants in the Monterey Regional Storm Water Management Program:

City of Pacific Grove, a municipal corporation of the State of California;
 City of Monterey, a municipal corporation of the State of California;
 City of Seaside, a municipal corporation of the State of California;
 City of Sand City, a municipal corporation of the State of California;
 City of Del Rey Oaks a municipal corporation of the State of California;
 City of Marina, a municipal corporation of the State of California;
 County of Monterey, a political subdivision of the State of California,.

Coordinating Entities

The Monterey Peninsula Unified School District, the Pacific Grove Unified School District, and the Carmel Unified School District have indicated their desire and intent to coordinate certain of their individual SWMP activities with those of the MRSWMP. These activities are expected to involve Minimum Control Measures 1 and 2 (Public Education and Outreach and Public Participation and Involvement). Letters of Understanding were executed by the Management Committee of the Monterey Regional Storm Water Pollution Prevention Program and each of these Districts to formalize this coordination. As of the date of preparation of this MRSWMP these Districts had contributed to the costs of preparing the Public Education and Outreach Program described in Appendix E, and the Public Participation and Involvement Program Described in Appendix F. In addition representatives from these Districts frequently attend the regular meetings of the MRSWMP Management Committee.

A similar Letter of Understanding regarding coordination on storm water activities has also been executed with Pebble Beach Company, and a Letter of Understanding for this purpose with the City of Carmel-by-the-Sea was pending execution at the time of submittal of this MRSWMP.

Permit Boundary

The boundary of the area within which the MRSWMP will be carried out is as follows:

- For the participating entities that are incorporated cities, the MRSWMP will be carried out throughout the area bounded by its legal jurisdictional boundary, except within those areas over which the entity does not have jurisdiction. Such areas include, but are not limited to:
 - Federal Facilities including the U.S. Defense Language Institute, the U.S. Naval Postgraduate School and its facilities and housing areas, and the Ord Military Community at the former Fort Ord.
 - School districts including the Pacific Grove, Monterey Peninsula, and Carmel Unified School Districts
 - Colleges and universities including Monterey Peninsula College, California State University at Monterey Bay, and the University of California at Santa Cruz
 - Miscellaneous other facilities including the Monterey Peninsula Airport and the Monterey Fairgrounds
- For the County of Monterey, the MRSWMP will be carried out in - the unincorporated areas of County jurisdiction which have been designated by the U.S. Census Bureau as being “Urbanized Areas” and which are within the County’s legal jurisdictional boundary
- Figure 3-1 shows the geographic areas covered by the MRSWMP.

Applicability of Storm Water Pollution Prevention BMPs and Measurable Goals

Except as noted in the following section titled “Areas of Special Biological Significance,” the BMPs and Measurable Goals will be applied to all of the areas described above, as shown in Figure 3-1.

For the cities there are legal descriptions of their jurisdictional boundaries. If necessary, these can be used to precisely determine the geographic extent of a city’s obligation to carry out the BMPs and Measurable Goals.

For the County, since there are no legal descriptions of the boundaries of the Urbanized Areas, the boundaries will be as shown in Figures 3-2 through 3-4, which are blowups of the Urbanized Area maps as provided by the U.S. Census Bureau. These maps have sufficient detail related to geographic features, such as roads, so that, if necessary, they can be used to precisely determine the geographic extent of the County’s obligation to carry out the BMPs and Measurable Goals. The BMPs and Measurable Goals of the MRSWMP will not be carried out in any other unincorporated areas of the County, since those areas are not subject to the requirements of the Phase II NPDES Program.

Areas of Special Biological Significance

On March 21, 1974, the State Water Resources Control Board (SWRCB), in Resolution No. 74-28, designated 31 Areas of Special Biological Significance (ASBS). Subsequently, the SWRCB designated three additional ASBS for a total of 34. Some of the storm water discharges from some of the Participating Entities discharge into ASBS. Since 1983, the Ocean Plan has prohibited waste discharges to ASBS. Similar to previous versions of the Ocean Plan, the 2001 Ocean Plan (Resolution No. 2000-108) states: “Waste shall not be discharged to areas designated as being of special biological significance. Discharges shall be located a sufficient distance from such designated areas to assure maintenance of natural water quality conditions in these areas.”

Assembly Bill 2800, the Marine Managed Areas Improvement Act, was signed by former Governor Davis on September 8, 2000. This law added sections to the Public Resources Code (PRC) that are relevant to ASBS. Section 36700 (f) of PRC now defines a state water quality protection area as “a nonterrestrial marine or estuarine area designated to protect marine species or biological communities from an undesirable alteration in natural water quality, including, but not limited to, areas of special biological significance that have been designated by the State Water Resources Control Board through its water quality control planning process.” Section 36710 (f) of PRC states: “In a state water quality protection area point source waste and thermal discharges shall be prohibited or limited by special conditions. Nonpoint source pollution shall be controlled to the extent practicable. No other use is restricted.” The classification of ASBS as State Water Quality Protection Areas (SWQPAs) went into effect on January 1, 2003 pursuant to section 36750 of PRC.

Section III (I)(1) of the 2001 Ocean Plan states: “The SWRCB may, in compliance with the California Environmental Quality Act, subsequent to a public hearing, and with the concurrence of the Environmental Protection Agency, grant exceptions where the SWRCB determines: a. The exception will not compromise protection of ocean waters for beneficial uses, and, b. The public interest will be served.”

Portions of the city of Pacific Grove discharge to the Pacific Grove Gardens Fish Refuge and Hopkins Marine Life Refuge ASBSs. A portion of the runoff from the City of Monterey flows into the Pacific Grove storm water system and is therefore also discharged into these ASBSs. The Participating Entities that have storm water discharges into ASBS will work with SWRCB and RWQCB staff to determine how to appropriately address runoff to ASBS, including whether or not these discharges should be subject to an exception to the ASBS discharge prohibition in the 2001 Ocean Plan. If an exception is granted, it is expected that there will be requirements issued with the exception, which the affected Participating Entities will incorporate into their Storm Water Management Programs. If an exception is not granted, those Participating Entities will pursue alternative means to address their ASBS runoff.

Section 4

Best Management Practices and Measurable Goals

Description of the Six Minimum Measures

As required by the Final Phase II NPDES General Permit No. CAS000004 adopted by the SWRCB on April 30, 2003, Storm Water Management Plans (SWMPs) must address the six “Minimum Control Measures” that are described in general in Section 2, and described in more detail below.

The MRSWMP will implement and enforce a program designed to reduce the discharge of pollutants from the municipal separate storm sewer systems of the Participating Entities to the “maximum extent practicable” (MEP) to protect water quality. According to the General Permit, the MEP standard is an ever-evolving, flexible, and advancing concept, which considers technical and economic feasibility. As knowledge about controlling urban runoff continues to evolve, so does that which constitutes MEP. Reducing the discharge of storm water pollutants to MEP in order to protect beneficial uses requires review and improvement, which includes seeking new opportunities. To do this, the Permittee must conduct and document evaluation and assessment of each relevant element of its program and revise activities, control measures, BMPs, and measurable goals, as necessary to meet MEP.

For each of these six Minimum Control Measures there are BMPs and associated Measurable Goals that will be implemented during the course of the permit term. It is through the implementation and evaluation of these BMPs and Measurable Goals that the Participating Entities will ensure that the objectives of the Phase II NPDES Program will be met within the permit boundary of the MRSWMP.

SWMPs must describe BMPs, and associated measurable goals, that will fulfill the requirements of the following six Minimum Control Measures. The measurable goals must include, as appropriate, the months and years for scheduled actions, including interim milestones and frequency of the action. A more detailed discussion of the Minimum Control Measures, and why they are necessary, is provided below. The specific requirements, taken directly from the Final Phase II NPDES General Permit, are shown below under the headings “What is Required”.

1. Public Education and Outreach

What is Required?

To satisfy this minimum control measure, the Permittee must:

1. Implement a public education program to distribute educational materials to the community or conduct equivalent outreach activities about the potential impacts of storm water discharges on water bodies and the steps that the public can take to reduce pollutants in storm water runoff.
2. Determine the appropriate BMPs and measurable goals for this minimum control measure.

Why is it Necessary?

According to the Fact Sheet published by U.S. EPA regarding the *Public Education and Outreach* Minimum Measure, an informed and knowledgeable community is crucial to the

success of a storm water management program since it helps to ensure the following:

1. Greater support for the program as the public gains a greater understanding of the reasons why it is necessary and important. Public support is particularly beneficial when operators of small MS4s attempt to institute new funding initiatives for the program or seek volunteers to help implement the program.

2. Greater compliance with the program as the public becomes aware of the personal responsibilities expected of them and others in the community, including the individual actions they can take to protect or improve the quality of area waters.

2. Public Participation/Involvement

What is Required?

To satisfy this minimum control measure, the Permittee must:

1. At a minimum comply with state and local public notice requirements when implementing a public involvement/participation program.
2. Determine the appropriate best management practices (BMPs) and measurable goals for this minimum control measure.

Why is it Necessary?

According to the Fact Sheet published by U.S. EPA regarding the Public Participation/Involvement Minimum Measure, the public can provide valuable input and assistance to a regulated small MS4's municipal storm water management program and; therefore, the Fact Sheet suggests that the public be given opportunities to play an active role in both the development and implementation of the program. An active and involved community is crucial to the success of a storm water management program because it allows for:

1. Broader public support since citizens who participate in the development and decision making process are partially responsible for the program and, therefore, may be less likely to raise legal challenges to the program and more likely to take an active role in its implementation.

2. Shorter implementation schedules due to fewer obstacles in the form of public and legal challenges and increased numbers of citizen volunteers.

3. A broader base of expertise and economic benefits since the community can be a valuable, and free, intellectual resource.

4. A conduit to other programs as citizens involved in the storm water program development process provide important cross-connections and relationships with other community and government programs. This benefit is particularly valuable when trying to implement a storm water program on a watershed basis, as encouraged by EPA.

3. Illicit Discharge Detection and Elimination

What is Required?

To satisfy this minimum control measure, the Permittee must:

1. Develop, implement, and enforce a program to detect and eliminate illicit discharges (as defined at 40 CFR §122.26(b)(2)) into the regulated small MS4.
2. Develop, if not already completed, a storm sewer system map, showing the location of all outfalls and the names and locations of all waters of the U.S. that receive discharges from those outfalls.
3. To the extent allowable under State or local law, effectively prohibit, through ordinance, or other regulatory mechanism, non-storm water discharges into the MS4 and implement appropriate enforcement procedures and actions. Develop and implement a plan to detect

and address non-storm water discharges, including illegal dumping, to the system that are not authorized by a separate NPDES permit. Inform public employees, businesses, and the general public of the hazards that are generally associated with illegal discharges and improper disposal of waste.

4. Address the following categories of non-storm water discharges or flows only where they are identified as significant contributors of pollutants to the small MS4.
 - a. waterline flushing
 - b. landscape irrigation
 - c. diverted stream flows
 - d. rising groundwaters
 - e. uncontaminated groundwater infiltration to separate storm sewers
 - f. uncontaminated pumped groundwater
 - g. discharges from potable water sources
 - h. foundation drains
 - i. air-conditioning condensation
 - j. irrigation water
 - k. springs
 - l. water from crawl space pumps
 - m. footing drains
 - n. lawn watering
 - o. individual residential car washing
 - p. flows from riparian habitats and wetlands
 - q. dechlorinated swimming pool discharges
5. Determine the appropriate BMPs and Measurable Goals for this minimum control measure.

Why is it Necessary?

According to the Fact Sheet published by U.S. EPA regarding the *Illicit Discharge Detection and Elimination* Minimum Measure, discharges from MS4s often include wastes and wastewater from non-storm water sources. EPA reports that a study conducted in 1987 in Sacramento, California, found that almost one-half of the water discharged from a local MS4 was not directly attributable to precipitation runoff. A significant portion of these dry weather flows were from illicit and/or inappropriate discharges and connections to the MS4. Illicit discharges enter the system through either direct connections (e.g., wastewater piping either mistakenly or deliberately connected to the storm drains) or indirect connections (e.g., infiltration into the MS4 from cracked sanitary systems, spills collected by drain outlets, or paint or used oil dumped directly into a drain). The result is untreated discharges that contribute high levels of pollutants, including heavy metals, toxics, oil and grease, solvents, nutrients, viruses, and bacteria to receiving waterbodies. Pollutant levels from these illicit discharges have been shown in EPA studies to be high enough to significantly degrade receiving water quality and threaten aquatic, wildlife, and human health.

4. Construction Site Storm Water Runoff Control

What is Required?

To satisfy this minimum control measure, the Permittee must:

1. Develop, implement, and enforce a program to reduce pollutants in any storm water runoff to the Small MS4 from construction activities that result in a land disturbance of greater

- than or equal to one acre. Reduction of storm water discharges from construction activity disturbing less than one acre must be included in your program if that construction activity is part of a larger common plan of development or sale that would disturb one acre or more.
2. Include in the program development and implementation of, at a minimum:
 - a. An ordinance or other regulatory mechanism to require erosion and sediment controls, as well as sanctions, or other effective mechanisms, to ensure compliance, to the extent allowable under State, or local law;
 - b. Requirements for construction site operators to implement appropriate erosion and sediment control BMPs;
 - c. Requirements for construction site operators to control waste such as discarded building materials, concrete truck washout, chemicals, litter, and sanitary waste at the construction site that may cause adverse impacts to water quality;
 - d. Procedures for site plan review which incorporate consideration of potential water quality impacts;
 - e. Procedures for receipt and consideration of information submitted by the public; and
 - f. Procedures for site inspection and enforcement of control measures.
 3. Determine the appropriate best management practices (BMPs) and measurable goals for this minimum control measure.

Why is it Necessary?

According to the Fact Sheet published by U.S. EPA regarding the Construction Site Runoff Control Minimum Measure, polluted storm water runoff from construction sites often flows to MS4s and ultimately is discharged into local rivers and streams. Of the pollutants listed in the table below, sediment is usually the main pollutant of concern. According to EPA, sediment runoff rates from construction sites are typically 10 to 20 times greater than those of agricultural lands, and 1,000 to 2,000 times greater than those of forestlands. During a short period of time, construction sites can contribute more sediment to streams than can be deposited naturally during several decades. Siltation, and other pollutants from construction sites, have the potential to cause physical, chemical, and biological harm to our nation's waters. For example, excess sediment can fill rivers and lakes, requiring dredging and destroying aquatic habitats.

Pollutants commonly associated with construction sites include:

- Sediment
- Solid and sanitary wastes
- Phosphorous (fertilizer)
- Nitrogen (fertilizer)
- Pesticides
- Oil and grease
- Concrete truck washout
- Paint, plaster washout

5. Post-Construction Storm Water Management in New Development and Redevelopment

What is Required?

To satisfy this minimum control measure, the Permittee must:

1. Develop, implement, and enforce a program to address storm water runoff from new

development and redevelopment projects that disturb greater than or equal to one acre, including projects less than one acre that are part of a larger common plan of development or sale, that discharge into the Small MS4 by ensuring that controls are in place that would prevent or minimize water quality impacts;

2. Develop and implement strategies, which include a combination of structural and/or non-structural BMPs appropriate for your community;
3. Use an ordinance or other regulatory mechanism to address post-construction runoff from new development and redevelopment projects to the extent allowable under State or local law. For those Small MS4s described in Supplemental Provision E, the requirements must at least include the design standards contained in Attachment 4 of the General Permit or a functionally equivalent program that is acceptable to the appropriate RWQCB;
4. Ensure adequate long-term operation and maintenance of BMPs.
5. Determine the appropriate BMPs and measurable goals for this minimum control measure.
6. Note: The General Permit does not require redesign of K-12 school or community college facilities that have been submitted to the Department of General Services, Division of the State Architect before adoption of the permit, and which receive final approval from the State Allocation Board or the Public Works Board, as appropriate, on or before December 31, 2004

Why is it Necessary?

According to the Fact Sheet published by U.S. EPA regarding the *Post-Construction Runoff Control* Minimum Measure, post-construction storm water management in areas undergoing new development or redevelopment is necessary because runoff from these areas has the potential to significantly effect receiving waterbodies. Many studies indicate that prior planning and design for the minimization of pollutants in post-construction storm water discharges is a cost-effective approach to storm water quality management.

There are generally two forms of substantial impacts of post-construction runoff. The first is caused by an increase in the type and quantity of pollutants in storm water runoff. As runoff flows over areas altered by development, it can pick up potentially harmful sediment and chemicals such as oil and grease, pesticides, heavy metals, and nutrients (e.g., nitrogen and phosphorus). These pollutants can become suspended in runoff and carried to receiving waters, such as lakes, ponds, and streams. Once deposited, these pollutants can enter the food chain through small aquatic life, potentially entering the tissues of fish and humans. The second potential impact from post-construction runoff occurs by increasing the quantity of water delivered to the waterbody during storms. Increased impervious surfaces can interrupt the natural cycle of gradual percolation of water through vegetation and soil. Instead, water is collected from surfaces such as asphalt and concrete and routed to drainage systems where large volumes of runoff quickly flow to the nearest receiving water. The potential effects of this process include streambank scouring and downstream flooding, which can result in loss of aquatic life and damage to property.

6. Pollution Prevention/Good Housekeeping for Municipal Operations

What is Required?

To satisfy this minimum control measure, the Permittee must:

1. Develop and implement an operation and maintenance program that includes a training component and has the ultimate goal of preventing or reducing pollutant runoff from municipal operations;

2. Using training materials that are available from U.S. EPA, the State, or other organizations, the program must include employee training to prevent and reduce storm water pollution from activities such as park and open space maintenance, fleet building maintenance, new construction and land disturbances, and storm water system maintenance;
3. Determine the appropriate best management practices (BMPs) and measurable goals for this minimum control measure.

Why is it Necessary?

According to the Fact Sheet published by U.S. EPA regarding the *Pollution Prevention/Good Housekeeping* Minimum Measure, the pollution prevention/good housekeeping for municipal operations is a key element of the small MS4 storm water management program. This measure requires the small MS4 operator to examine and subsequently alter their own actions to help reduce the amount and type of pollution that can: (1) collect on streets, parking lots, open spaces, and storage and vehicle maintenance areas and discharge into local waterways, and (2) result from actions such as environmentally damaging land development and flood management practices or poor maintenance of storm sewer systems. While this measure is meant primarily to improve or protect receiving water quality by altering municipal or facility operations, it also can result in a cost savings for the small MS4 operator, since proper and timely maintenance of storm sewer systems can help avoid repair costs from damage caused by age and neglect.

Requirements for BMPs and Measurable Goals

The following are excerpts from the SWRCB's Fact Sheet describing the content and requirements of the General Order:

“ SWMPs must describe how pollutants in storm water runoff will be controlled and describe BMPs that address the six Minimum Control Measures. Each BMP must have accompanying measurable goals that will be achieved during the permit term, or within five years of designation if designated subsequent to permit adoption, as a means of determining program compliance and accomplishments and as an indicator of potential program effectiveness. The measurable goals should be definable tasks such as number of outreach presentations to make, number of radio spots to purchase, or percentage of pollutant loading to reduce (other examples of measurable goals can be found on U.S. EPA's web-site at <http://cfpub.epa.gov/npdes/stormwater/measurablegoals/index.cfm>). This approach provides the flexibility to target an MS4's problem areas while working within the existing organization.”

“It is not anticipated that the SWMP be fully implemented upon submittal with the NOI. It is the intent of this General Permit that SWMPs submitted with the NOI contain sufficient information such that RWQCB staff and interested parties understand the BMPs that will be implemented or will be developed and implemented over the course of the General Permit term or, for Small MS4s designated subsequent to permit adoption, over a five-year period from designation. It is also expected that SWMPs will protect water quality, contain measurable goals and schedules, and assign responsible parties for each BMP. It is anticipated that the SWMP initially submitted may be revised or modified based on review of RWQCB staff or on comments provided by interested

parties in accordance with Provisions G and H.19 of the General Permit.”

“For example, it may be proposed that a storm water logo be developed (or an existing one modified) by the end of the first year; an ordinance prohibiting non-storm water discharges be adopted by the end of the second year; a survey of non-storm water discharges throughout the city be completed by the end of the second year; a brochure targeting the restaurant community regarding proper practices to eliminate non-storm water discharges be developed or obtained by the end of the fourth year; and the brochure be distributed to 25 percent of the restaurants within the city during health department inspections by the end of the fifth year. (This example mentions only one activity each year. In fact, numerous activities will occur throughout the permit term that ensure that a SWMP addressing all six Minimum Control Measures is implemented by the end of the permit term, or within five years of designation for Small MS4s designated subsequent to adoption of the Permit.)”

“Many of the activities that a municipality already does can be recognized as a benefit to storm water or can be modified to add a storm water quality twist. A critical element of SWMP development is an assessment of activities already being conducted. For example, many communities already have a household hazardous waste program, which can be assumed to reduce illicit discharges to the MS4.”

“The MS4 has the flexibility to target specific segments of its residential or employee population in ways that are most appropriate for that particular segment.”

“In accordance with 40 CFR section 122.34(d)(2), SWRCB provides U.S. EPA’s menu of BMPs to consider when developing a SWMP. This menu is available on U.S. EPA’s internet site at http://cfpub1.epa.gov/npdes/stormwater/swphase2.cfm?program_id=6. The menu provides examples of BMPs and associated measurable goals; however, other BMPs and measurable goals may be used.”

Selection of BMPs and Measurable Goals

The entities that are participants in the MRSWMP worked as a group to carefully review EPA’s extensive list of potential BMPs and Measurable Goals (referred to above) for all six of the Minimum Control Measures. This group also referred to the Model Urban Runoff Program (MURP) which is a comprehensive how-to guide developed for local governments to address the issues of polluted runoff in the urban environment. The MURP provides options to help small municipalities develop their own urban runoff program for the Phase II process. The guide incorporates the essential elements of a strong urban runoff program with examples of ordinances, best management practices, illicit connections, new development and redevelopment, commercial and industrial facilities, reporting forms and an education and outreach program. The MURP was prepared by the City of Monterey, City of Santa Cruz, MBNMS, California Coastal Commission, Association of Monterey Bay Area Governments (AMBAG), Woodward-Clyde Consultants, and the Central Coast Regional Water Quality Control Board with money from a State 319 (h) grant. Many other local municipal agencies acted as peer reviewers throughout the development of the MURP through semi-annual meetings of the AMBAG Stormwater Task Force, now known as the Monterey Bay Stormwater Information Exchange.

This group then identified those BMPs and Measurable Goals that they felt would be most useful and effective in reducing the discharge of pollutants from storm sewer systems within the particular geographic area covered by the MRSWMP. The process of reviewing and selecting BMPs and Measurable Goals was carried out in a series of public meetings. Public input was received during those meetings, and was taken into consideration as part of the selection process.

The following is a description of the process used by the group to identify these BMPs and Measurable Goals:

1. Three subcommittees of two or more group members were formed. Each subcommittee was assigned to work on two of the Six Minimum Measures, and was given the task of recommending to the full group those BMPs and Measurable Goals that should be selected for those Minimum Measures.
2. Each subcommittee member was provided complete copies of these documents for their use in carrying out their assignments: EPA's "Storm Water Phase II Final Rule Fact Sheets", EPA's "Measurable Goals Guidance for Phase II Small MS4s", and EPA's "National Menu of Best Management Practices for Storm Water Phase II".
3. These documents provided far more information than was applicable to the area covered by the MRSWMP, so the subcommittees limited their considerations to those pertinent to the geographical region covered by the MRSWMP:

Coastal California Communities
Temperate Climate
Residential, Commercial, light Industrial
High Level of Tourist Activity
High Dependence on Automobiles
Existence of the Monterey Bay National Marine Sanctuary

4. Some of EPA's suggested measurable parameters were clearly not relevant, such as "Road Salt Application and Storage". Others did not appear to apply to the MRSWMP's geographic region, or were ambiguous in how they could be measured.
5. Subcommittee members then used their professional judgment and past experience to screen the number of BMPs and Measurable Goals down to a manageable level. This resulted in a first draft that consisted of 70 BMP's and 132 Measurable Goals.
6. At a subsequent meeting of the group, these BMPs and Measurable Goals were further screened to produce a final list consisting of 27 BMPs and 42 Measurable Goals. This final list was included as Table 4-1 in the first draft of the Monterey Regional Storm Water Management Program dated March 3, 2003.
7. After the SWRCB posted the first draft version of the MRSWMP on its website for public review, comments were submitted by several organizations. The Management Committee participated in a stakeholder meeting on June 8, 2004 with RWQCB Staff and commentors to gain a greater understanding of the concerns expressed in the comment letters. After this meeting, with coordination and assistance from the RWQCB, the Management Committee prepared revisions to MRSWMP, and revised the list of BMPs and Measurable Goals, in response to those comments. The revised BMP and Measurable Goals list was resubmitted to the RWQCB and posted for public comment on December 8, 2004. On March 15, 2005, a conference telephone call was conducted with RWQCB staff, commentors and some of the

Participating Entities. As a result of this call, revisions were again made to the MRSWMP and it was resubmitted to RWQCB staff on April 8, 2005. The RWQCB held a public hearing on the MRSWMP on May 12, 2005. RWQCB Board members asked that further revisions be made to the MRSWMP, and that the revised version be submitted by October 31, 2005, with the intent of having the matter before them again at their February 2006 meeting.

The Participating Entities put considerable effort into further revising the MRSWMP to respond to the issues raised by the RWQCB Board members, and believe that the BMPs contained in Table 4-1 constitute a comprehensive program that exceeds the requirements and objectives of the General Permit.

In identifying those BMPs and Measurable Goals they felt would be most useful and effective, the group took into account general information on storm water pollutants of concern compiled by Federal and State agencies, and the available data on specific storm water quality and pollutants of concern in the geographic area covered by the MRSWMP. This information is summarized below.

General Information on Storm Water Pollutants of Concern

The following information is generic, and does not necessarily pertain to the geographic area covered by the MRSWMP. Pollutants impact receiving waters when they are present at concentrations, frequencies, and durations that affect beneficial uses. Receiving water quality in the geographic area covered by the MRSWMP is generally considered excellent, especially marine and bay water, with relatively few impairments compared with other regions of the State.

Background

EPA widely regards urban runoff carrying non-point source pollution as the nation's leading threat to water quality. Pollutants may include toxic metals, hydrocarbons, nutrients, suspended solids, and many other chemicals that are detrimental to aquatic life. Urbanization and increases in population directly affect the type of pollution that enters storm drains. Impermeable surfaces such as roads, prevent storm water from soaking into the ground. These surfaces can become conduits for pollutants. Some examples include oil and grease that wash off roads, fertilizers and pesticides from lawns, and detergents from car washing and commercial activities.

Sediment

Sediment is a common component of stormwaters, and can be a pollutant. Sediment can be detrimental to aquatic life (primary producers, benthic invertebrates, and fish) by interfering with photosynthesis, respiration, growth, reproduction, and oxygen exchange in water bodies. Sediment can transport other pollutants that are attached to it including nutrients, trace metals, and hydrocarbons. Sediment is the primary component of total suspended solids (TSS), a common water quality analytical parameter.

Nutrients

Nutrients including nitrogen and phosphorous are the major plant nutrients used for fertilizing landscapes, and are often found in stormwater. These nutrients can result in excessive or accelerated growth of vegetation, such as algae, resulting in impaired use of water in lakes and

other sources of water supply. For example, nutrients have led to a loss of water clarity in Lake Tahoe. In addition, un-ionized ammonia (one of the nitrogen forms) can be toxic to fish.

Bacteria and Viruses

Bacteria and viruses are common constituents in stormwater. For separate storm drain systems, sources of these contaminants may include animal excrement, decomposing plant matter, and sanitary sewer overflow. Sources can be natural (e.g., birds, other wildlife), as well as man-derived (e.g., pet waste). High levels of indicator bacteria in stormwater have led to the closure of beaches, lakes, and rivers to contact recreation such as swimming. However, current indicator-based standards are based on health studies where people were exposed to human fecal wastes. The relevance of these indicator standards where human fecal wastes have not contaminated storm water is questionable.

Oil and Grease

Storm water often carries oil and grease that contain a wide array of hydrocarbon compounds, some of which are toxic to aquatic organisms at low concentrations. Sources of oil and grease include leakage, spills, cleaning and sloughing associated with vehicle and equipment engines and suspensions, leaking and breaks in hydraulic systems, restaurants, and waste oil disposal.

Metals

Metals including lead, zinc, cadmium, copper, chromium, and nickel are commonly found in stormwater. Many of the artificial surfaces of the urban environment (e.g., galvanized metal, paint, automobiles, or preserved wood) contain metals, which enter stormwater as the surfaces corrode, flake, dissolve, decay, or leach. Over half the trace metal load carried in stormwater is associated with sediments. Metals are of concern because they can be toxic to aquatic organisms, can bioaccumulate (accumulate to toxic levels in aquatic animals such as fish), and have the potential to contaminate drinking water supplies.

Organics

Organics may be found in stormwater in low concentrations. Often synthetic organic compounds (adhesives, cleaners, sealants, solvents, etc.) are widely applied and may be improperly stored and disposed. In addition, deliberate dumping of these chemicals into storm drains and inlets causes environmental harm to waterways.

Pesticides

Pesticides (including herbicides, fungicides, rodenticides, and insecticides) have been repeatedly detected in stormwater at toxic levels. As pesticide use has increased, so too have concerns about adverse effects of pesticides on the environment and human health. Accumulation of these compounds in simple aquatic organisms, such as plankton, provides an avenue for biomagnification through the food web, potentially resulting in elevated levels of toxins in organisms that feed on them, such as fish and birds.

Gross Pollutants

Gross Pollutants (trash, debris, and floatables) are often carried by storm water and may include heavy metals, pesticides, and bacteria. Typically resulting from an urban environment, industrial sites and construction sites, trash and floatables may create an aesthetic “eye sore” in waterways. Gross pollutants also include plant debris (such as leaves and lawn-clippings from landscape maintenance), animal excrement, street litter, and other organic matter. Such substances may

harbor bacteria, viruses, vectors, and depress the dissolved oxygen levels in streams, lakes, and estuaries sometimes causing fish kills.

Specific Storm Water Quality and Pollutants of Concern

The following information is adapted from the “First Flush Report in the Cities of Capitola, Monterey, Pacific Grove, and Santa Cruz”, November 7, 2002, prepared by the Monterey Bay Sanctuary Citizen Watershed Monitoring Network. This information pertains to portions of the geographic area covered by the MRSWMP, specifically Monterey and Pacific Grove.

First Flush occurs when sheeting rain flushes roadways and impermeable surfaces and carries accumulated contaminants and debris into the ocean. More than an inch of rain pelted the Central Coast with water and winds that brought down trees. Capitola and Santa Cruz volunteers mobilized at 2:30 AM while Monterey and Pacific Grove volunteers eagerly waited until 5:30 PM for the storm to arrive on the south end of the bay.

The Monterey Bay Sanctuary Citizen Watershed Monitoring Network and the Coastal Watershed Council in collaboration with the Cities of Capitola, Monterey, Pacific Grove, and Santa Cruz coordinated First Flush 2002. When the storm arrived, 19 storm drain outfalls were monitored. All sites were monitored two to four times at approximately 30 minute intervals to determine any change in contaminants over time.

All of the sites were monitored for the parameters listed below.

- conductivity
- water temperature
- pH
- nitrate as N
- orthophosphate as P
- total coliform
- toxicity
- zinc
- copper
- lead
- oil and grease
- total suspended solids (TSS)
- total dissolved solids (TDS)
- Escherichia coli (*E. coli*) or fecal coliform

November 2002 was the third annual First Flush monitoring event in Monterey and Pacific Grove and the second annual event in Capitola and Santa Cruz. With three years of data, time series results and the additional toxicity analysis, some trends are beginning to appear. There are distinct trends between sites and between years. For example, copper, lead and zinc concentrations have increased every year at most of the sites. Average nitrate concentrations have been consistently low for all three years.

Toxicity analysis of three different marine organisms indicated that the water from the First Flush was toxic to the test organisms at the majority of sites. Preliminary findings identify copper and zinc concentrations as possibly contributing to the toxicity.

The data that was collected indicates that there are sites that stand out from the rest with higher pollutant concentrations. Each city had at least one site that warrants more investigation and upstream monitoring. The Network Coordinator will work closely with the Coastal Watershed Council and participating cities to evaluate what future monitoring can be done to track sources and reduce the amount of pollutants entering the Bay.

It is important to identify pollutants in stormwater that flows into the Monterey Bay National Marine Sanctuary. In addition, a dry weather monitoring program, called Urban Watch, has been conducted by citizen volunteers for the past five years in Monterey and four years in Pacific Grove. The Natural Resources Defense Council referenced this program in the 1999 report titled “Stormwater Strategies: Community Responses to Runoff Pollution” as an “effective, economically advantageous” program “that can provide collateral benefits to the community”. Volunteers monitor storm drain outfalls twice a month during the dry weather season, typically between June and November. The pollution detection kit that is used for Urban Watch was developed by a National Pollutant Discharge Elimination System (NPDES) Phase 1 City using indicators to identify pollutants typically found from illegal storm drain connections and discharges. Because of this program, it is generally known which outfalls discharge urban runoff that contain indicators of certain contaminants, and education efforts are underway to reduce those pollutants.

This First Flush event is the finale to the Urban Watch season. The same outfalls are monitored for both programs. First Flush marks the change from the dry weather Urban Watch season to the beginning of the rainy season. The data collected is vital information, because the heavy rains flush contaminants that have collected on impermeable surfaces during the long dry season. The pollutants are washed into storm drains and subsequently out into the Bay. The samples collected during the First Flush represent the worst-case scenario of the amount of pollutants flowing into the Sanctuary when it rains.

It is important to state that the General Municipal Storm Water Permit does not set numeric effluent limits. The Permit states “...the inclusion of BMPs (Best Management Practices) in lieu of numeric effluent limitations is appropriate in storm water permits.”¹ The information presented here is not numeric, but the narrative represents information that has been collected in order to get a sense of the pollutants that we should be most concerned about, in an effort to use available money in the most effective manner. The numeric data will be included in future Annual Reports for comparison purposes and to assist with future refinement of our Storm Water Management Plan and BMPs.

Field Observations. While on site, volunteers documented observations of odors, bubbles, scum, trash, sewage odor, and oil sheen. Bubbles were observed at 13 of the 19 stations indicating the possible presence of detergents. Seven sites observed trash, and no site recorded a sewage odor or oil sheen.

Nutrients. Nitrogen and phosphorous species are typically the most common nutrients found in storm water. Possible sources of nitrate include runoff from fertilized lawns, agricultural and pasture lands, construction sites and septic leachate. Nutrients have not been found to be a major problem at any of the regular monitoring sites.

Orthophosphate is a form of phosphorus commonly found bound to soil particles, in sewage,

Note: “Permittees must implement Best Management Practices (BMPs) that reduce pollutants in storm water runoff to the technology-based standard of Maximum Extent Practicable (MEP) to protect water quality. In accordance with 40 CFR section 122.44(k)(2), the inclusion of BMPs in lieu of numeric effluent limitations is appropriate in storm water permits.” General Municipal Storm Water Permit, “Effluent Limitations”, pg. 6.

fertilizers, and in detergents that contain phosphates. Orthophosphate is rapidly taken up by algae and other larger marine plants. With excessive amounts present, large algal blooms can occur. Orthophosphate has been found at all regular monitoring sites and is a pollutant that will be targeted through our Public Education Program.

Bacteria. Total coliform, fecal coliform and *Escherichia coli* (*E. coli*) are types of bacteria. They are of concern because they are indicators of the potential presence of pathogens that can have adverse human health effects. *E. coli* is a member of the fecal coliform group, which is a part of the total coliform group. The presence of these types of bacteria indicate there could be pathogens present. Indicator bacteria have been present at high levels in the majority of samples tested. The difficulty with this pollutant is that there is some “background” level of bacteria that will always be present in the natural environment. The storm drain systems including natural creeks in our area are often homes to wildlife such as deer, raccoons and birds that contribute to bacteria levels. The “unnatural” sources of this pollutant will be addressed through several illicit discharge program BMPs targeted at issues related to sanitary sewer, septic system, and illegal dumping.

Metals. The effects of high concentrations of metals can include reduced reproduction, developmental deformities, and mortality. In this monitoring event, samples were analyzed for zinc (Zn), copper (Cu), and lead (Pb). Metals are a concern at all regularly tested sites, although values are often erratic. The Municipal Good Housekeeping BMP for Street Sweeping targets metals concentrations.

Oil and Grease. Although oil and grease was present in some samples, they were at very low levels across the board. In the visual observations no oil sheen was reported at any of the test sites.

Total Suspended Solids(TSS). Total suspended solids (TSS) are important to measure, because the suspended solids can carry other pollutants. The suspended solids provide a media or polar charge to attract contaminants. High amounts of sediment are harmful to fish populations, because they destroy habitat, can suffocate eggs, and/or limit the food supply. Sediment may also clog gills or impair an organism’s vision when feeding. No pattern was found in TSS results, and only one high result at one site has been observed in three years of testing.

Total Dissolved Solids (TDS). Total dissolved solids are a measurement of the amount of dissolved solids in a sample of water. These solids are usually ions of salts such as sodium, chloride, calcium, carbonate, potassium, or magnesium. These ions are conductors of electricity, and therefore the results can be compared to conductivity measurements taken with a pocket meter. Only one sample has shown high TDS at one site in three years of testing.

Toxicity. The Basin Plan General Objectives, Toxicity section states that, “All waters shall be maintained free of toxic substances in concentrations which are toxic to, or which produce detrimental physiological responses in, human, plant, animal, or aquatic life.” Toxicity tests were conducted on three different types of marine organisms, with varied results. It is believed that this toxicity is directly related to high metals concentrations. Further work is anticipated to confirm this assumption during future monitoring events at these sites.

Conclusions. After three years of analyzing data and observing the thirteen sites used in this

event, there are several pollutants of concern that we believe justify being targeted more heavily than other constituents, with appropriate BMPs. Bacteria and metals remain our pollutants of greatest concern, with orthophosphates also topping the list. The results of the laboratory analysis indicated that concentrations of most of the parameters were higher this year than in previous years. More rain this year than other years is possibly responsible for higher metals, oil and grease, TSS, and bacteria, and lower nitrate concentrations because of dilution. Although the data presented here is in narrative form, existing numerical data will be used as a baseline for comparison in future Annual Reports and to help focus our efforts. Modifications to the Storm Water Management Plan and to our BMP list may be deemed appropriate based on that data.

BMPs which address bacteria include those pertaining to illicit discharge and illegal connection detection and elimination, as listed under Minimum Control Measure No. 3 on pages 7 through 14 of Table 4-1, and those pertaining to catch basin cleaning, as listed under Minimum Measure No. 6 on pages 24 through 33 of Table 4-1. BMPs which address metals include those pertaining to parking lot and street sweeping, as listed under Minimum Measure No. 6 on pages 24 through 33 of Table 4-1. BMPs which address orthophosphate include those pertaining to restaurant employee education, inspection of restaurants, and illicit discharge and illegal connection detection and elimination, as listed under Minimum Control Measures No. 1, 2, and 3 on pages 1 through 14 of Table 4-1.

This monitoring event and report, along with more community outreach, should help to educate the general population that their actions do contribute to the quality of the water flowing off the streets. Followup is planned through the permit cycle to attempt to identify major sources of pollutants that have been found at high levels.

BMPs and Measurable Goals

Using the process described under “Selection of BMPs and Measurable Goals,” the group of Participating Entities identified the BMPs and Measurable Goals they felt would be most useful and effective in reducing the discharge of pollutants from storm sewer systems within the particular geographic area covered by the MRSWMP. Those that were selected constitute the BMPs and Measurable Goals for the MRSWMP. This list is contained in Table 4-1, located at the end of this Section. The terms used in Table 4-1 under the column heading “Implementers” are defined in Appendix D.

The paragraphs below explain why the group selected these BMPs and Measurable Goals for the MRSWMP.

It should be noted that the Participating Entities covered by the MRSWMP are public agencies. As such they are subject to single fiscal year budgets which do not allow them to make future year financial or resource commitments for programs such as the MRSWMP. For this reason the Participating Entities intend to update and revise their BMPs and Measurable Goals as necessary from year to year to reflect their financial and resource capabilities. These revisions will also take into account their findings as to how effective the BMPs appear to be in reducing storm water pollution.

Minimum Control Measure 1: Public Education and Outreach

EPA has concluded that an informed and knowledgeable community is crucial to the success of a storm water management program. In the Fall of 2001 the City of Monterey did a survey through its quarterly City newsletter *City Focus*. Results from that survey show that approximately 55% of respondents (800 responses out of 15,000 mailed) know about storm water laws, approximately 80% know about proper disposal of household hazardous waste, car oil and the difference between a sanitary sewer and the storm drain. Though these percentages of knowledge about the program are quite high, the response received from this survey was only 5.3% overall, and may represent a more environmentally educated segment of the population. Based on EPA's conclusions and the limited local survey response data that is available, the Participating Entities believe that the BMP Intent described below will help accomplish the objectives of the MRSWMP.

BMP Intent: Provide public education to increase awareness of what constitutes poor stewardship of storm water as a resource. The education and outreach plan will focus on topics such as reducing pollution from lawn and gardening activities, improper disposal of household hazardous wastes, illegal disposal activities, pet wastes, improper handling and disposal of trash, restaurant activities, and automotive activities. Increased education will ultimately result in decreased pollution.

BMPs

1-1.a and 1-1.b: EPA's guidance documents state that the public education program should inform individuals and households about the steps they can take to reduce storm water pollution, such as ensuring proper septic system maintenance, ensuring the proper use and disposal of landscape and garden chemicals including fertilizers and pesticides, protecting and restoring riparian vegetation, and properly disposing of used motor oil and household hazardous wastes. EPA recommends that the program inform individuals and groups how to become involved in local stream and beach restoration activities, as well as activities that are coordinated by youth service and conservation corps or other citizen groups. EPA recommends that the public education program be tailored, using a mix of locally appropriate strategies, to target specific audiences and communities. Examples of strategies include distributing brochures or fact sheets, sponsoring speaking engagements before community groups, providing public service announcements, implementing educational programs targeted at school age children, and conducting community-based projects such as storm drain stenciling and watershed and beach cleanups. In addition, EPA recommends that some of the materials or outreach programs be directed toward targeted groups of commercial, industrial, and institutional entities likely to have significant storm water impacts. For example, providing information to restaurants on the impact of grease clogging storm drains, and to garages on the impact of oil discharges.

The following paragraphs describe the specific pollutants of concern that will be addressed through these BMPs:

Metals and Pesticides

Many of the existing public education materials described below have been developed to address

specific problems found through the Urban Watch volunteer monitoring program (for more information see Public Involvement write-up). Other sources of information that were researched, include the State 303(d) list. Two TMDL's are currently scheduled in the region, including "pesticides- Monterey Bay South" and "metals- Monterey Harbor." Data is currently being collected by the Central Coast Regional Water Quality Control Board for the metals TMDL, and initially it looks like there is a point source cause for this listing. If further data suggests a different conclusion, a specific metals education piece will be considered in the future.

Research throughout the state of California relates specific pesticides to listings of waterbodies for chlorpyrifos and diazinon. These listings have led to a campaign at the national level to phase out these and other pesticides that, when used legally according to package directions, are still toxic to flora and fauna in the waterbodies. The California Association of Stormwater Quality Agencies (CASQA- formerly the California Storm Water Quality Task Force) has taken a lead role in championing this at the national level. The City of Monterey is a member agency of CASQA, the Phase II Work Group leader for CASQA, and updates from that group are brought back to the Participating Entities in order to aid in decision making.

Household Hazardous Waste

All of the member agencies support existing household hazardous waste programs for their citizens. The Monterey Regional Waste Management District, which covers all of the member agencies, runs a full-time household hazardous waste drop-off center free of charge to residents of the district. Information about this service is inserted in trash bills, on the website, and through 1-800-Cleanup (www.earths911.org).

Trash

Each year Coastal Cleanup Day occurs on the third Saturday in September. Trash collected at this event last year totaled over 860,000 pounds in California, which tops the list for pounds of trash collected. Of that, over 30% by weight was cigarette butts. With the adoption of smoking bans for bars and restaurants in January 1998, smokers moved outdoors. In many places, this means that smokers stand outside the front door and place spent cigarette butts on the sidewalk or in street gutters. This is a major pollutant of concern for our area, where restaurants and tourist-serving businesses are one of the main industries. The City of Carmel currently hosts a monthly beach cleanup.

Restaurant Industry

The restaurant industry is one of the main industries in several cities in the region. Over the past six years, data has shown that in two local communities, the most often occurring pollutant of concern is detergents. Tracing the soap suds up the system led to the discovery that many local restaurants were washing their mats outside where the suds, grease, and food particles could make their way to the gutter and from there to the storm drain. Since that time a survey of over 100 local restaurants in Monterey and Pacific Grove led to the request from restaurant owners and managers to develop an educational program for their employees. A restaurant training video was produced by the City of Monterey. That training video is currently used in the City of Watsonville and Santa Barbara County.

Automotive Industry

The local automotive industry has been a concern in many local jurisdictions over the years. Personal accounts from leaders in the Independent Garage Owners group as well as complaint

calls from citizens have alerted local jurisdictions to the need for an education and enforcement program for this industry. The automotive industry by its very nature is one that deals with hazardous materials, toxic chemicals, and hazardous wastes. If disposal is not accomplished legally, this industry has the potential for contributing extremely hazardous pollutants to our environment.

These BMPs were selected because implementation of a public education program is specifically required by the General Permit, because EPA's research has led them to conclude that an informed and knowledgeable community is crucial to the success of a storm water management program, and because each of the Participating Entities believe that such a program will be an essential and effective means of achieving the BMP Intent.

Measurable Goals

For BMP 1-1.a: This Measurable Goal was selected because development of the Public Education and Outreach Program is specifically required by Section D.2.a of the General Permit. The achievement of this Goal can be measured by determining whether or not it was completed by the specified date. The Program has already been developed and is described in Appendix E. It is expected that in its first year of implementation the Program will consist of:

- Hiring a Public Education Coordinator
- Logo Development
- Airtime/ Free Promotions for Existing Bilingual Radio Ads
- Four spots - Storm Drain, First Flush, Used Motor Oil, Cigarette Butts
- Printed Materials for distribution at schools, events, etc.
- Movie Ads (November – February)
- Dirty Words PSA TV ads to accompany radio ads
- Print Ads or Bus Ads

For BMP 1-1.b: As explained in the SWRCB's Fact Sheet for the General Permit, each annual report provides the opportunity to update both BMPs and Measurable Goals. This Measurable Goal was selected so that the Public Education and Outreach Program can be revised each year based on public input and experience gained from conducting the program.

Minimum Control Measure 2: Public Participation/Involvement

Based on the findings of EPA about the general nature of pollutants contained in storm water, and the specific findings of the First Flush report, it is clear that public participation and involvement will be necessary to effectively carry out the objectives of the MRSWMP. The Participating Entities believe having the public participate and be involved in the MRSWMP through the proposed BMPs for this Minimum Measure will help achieve the BMP Intents described below.

BMP Intent: Increase public awareness of what constitutes poor stewardship of storm water as a resource and increase public actions such as reporting of problems to authorities. This ultimately will result in decreased pollution.

BMPs

2-1.a, 2-1.b, 2-1.c, and 2-1.d: EPA's guidance documents recommend that the public be included in the development and implementation of storm water management programs. These BMPs were selected because they carry out this recommendation, because they will provide the opportunity for the public to be involved in identifying and managing storm water problems, and because the Participating Entities believe they will help achieve the BMP Intent.

2-2.a, 2-2.b, 2-2.c, and 2-2.d: EPA's guidance documents recommend that the public be provided the opportunity to participate in activities that will help reduce storm water pollution. These BMPs were selected because they carry out this recommendation, because they will promote a general public understanding and awareness of storm water problems, and because the Participating Entities believe they will help achieve the BMP Intent.

Measurable Goals

For BMP 2-1a: EPA's guidance documents recommend that permittees provide opportunities for members of the public to be involved in program development and implementation through such things as serving as citizen representatives on a local storm water management panel and attending public meetings on storm water activities and programs. This Measurable Goal was selected to meet the public involvement objective by providing the public with the opportunity to learn about the General Permit requirements and the MRSWMP, and to provide their input to help update the BMPs and Measurable Goals as appropriate in each year's annual report.

For BMPs 2-1.b, 2-1.c, and 2-1.d: These Measurable Goals were selected because they will indicate the effectiveness of the public outreach program by measuring the number of members of the public who participate in the Public Involvement Workshops.

For BMPs 2-2.a, 2-2.b, 2-2.c, and 2-2.d: EPA's guidance documents recommend that the public be provided opportunities to work as citizen volunteers to educate other individuals about the storm water program, to assist in program coordination with other pre-existing programs, and/or to participate in volunteer monitoring efforts. These Measurable Goals were selected because they meet the public participation objective by involving the public in "hands on" activities that have been shown to reduce storm water pollution. The sections below describe the principal

public participation programs that are either already established, or may be established based on public response:

Coastal Cleanup Day (BMPs 2-2.a and 2-2.b): Marine debris in our oceans and watersheds is dangerous to humans and animals, causes economic impacts, and is unsightly. To a sea turtle, a floating plastic bag looks like a jellyfish meal. Fishing line entangles marine mammals and birds, and also damages fishing gear, increasing the cost of marine-based products. Years of Coastal Cleanup Day data have revealed 60% of beach debris originates from inland sources of pollution such as cigarette butts and plastic drink bottles. Much of this debris washes down storm drains directly to our oceans. Coastal Cleanup Day is a statewide program sponsored by the California Coastal Commission. Each year Coastal Cleanup Day occurs on the third Saturday in September. Last year, California had 46,000 volunteers remove 860,000 pounds of trash and recyclables from 2,500 miles of shoreline. In Monterey County alone, over 1,600 volunteers at 24 local sites cleared over 8,000 pounds (over 4 tons!) of trash and recyclable materials. Of that, over 30% by weight was cigarette butts. With the adoption of smoking bans for bars and restaurants in January 1998, smokers moved outdoors. In many places, this means that smokers stand outside the front door and place spent cigarette butts on the sidewalk or in street gutters. This is a major pollutant of concern for the area covered by the MRSWMP, where restaurants and tourist-serving businesses are one of the main industries. Within the area covered by the MRSWMP there are over 10 Coastal Cleanup Day sites that will be active in this event in 2003. According to William J. Douros, MBNMS superintendent, Coastal Cleanup Day is an excellent way for citizens to get involved in protecting their sanctuary, and the event also brings together many groups and organizations that are interested in improving our marine environment.

Storm Drain Stenciling (BMP 2-2.c): Each individual city should coordinate this within their own boundaries. Stenciling kit supplies and costs are normally provided. This is often best done by an Eagle Scout or service group. The City pays for materials and provides them to the group, the City provides maps, the group then coordinates the project. This has successfully been done in the City of Monterey, City of Pacific Grove, and City of Carmel.

Volunteer Monitoring Program (Urban Watch) (BMP 2-2.d): This has been done by the Cities of Monterey and Pacific Grove for several years. Volunteers are trained in May and monitor storm drain outfalls during the dry weather season between June and October/November. Volunteer groups take samples approximately twice each month and analyze the samples for specific indicators with an EPA-approved LaMotte testing kit. This is a good way to ascertain the baseline level of water quality for your city. It helps to pinpoint areas with problems from detergents, solvents, etc. Volunteers also act as educators to the public answering questions about their efforts.

BMP Intent: Collaborate and participate in ongoing volunteer water quality monitoring efforts by becoming an active participant in the Citizen Water Quality Monitoring Network. This will ensure collaboration and participation in the ongoing volunteer water quality monitoring efforts and give permit holders a clearer understanding of the contaminants of concern in their jurisdiction.

BMPs

2-3.a: As discussed earlier in this MRSWMP there are numerous groups and organizations that are working to monitor and improve the quality of storm water discharges. The Citizen Water Quality Monitoring Network provides an excellent forum for communication and coordination between these parties. This BMP was selected in order to ensure that the Public Participation and Involvement activities of the MRSWMP are carried out in close coordination and cooperation with these other parties.

Measurable Goals

For BMP 2-3.a: This Measurable Goal was selected because it will demonstrate the coordination and communication between the activities of the MRSWMP and the activities of the other parties that are working to monitor and improve the quality of storm water discharges.

Minimum Control Measure 3: Illicit Discharge Detection and Elimination

The Water Quality Issues listed under the heading of “MS4 Administration” are in reality administrative actions the Participating Entities need to take to carry out the MRSWMP. The Water Quality Issues listed under the heading “Residents, Homeowners, and Businesses” have been identified in EPA’s guidance documents as being typical for most urbanized areas. Lacking any information to the contrary, the Participating Entities believe the BMP Intents described below are applicable to the area covered by the MRSWMP, and that the proposed BMPs will help achieve these BMP Intents.

BMP Intent: Promote the reporting of illicit discharges by having a system for receiving such reports.

BMPs

3-1.a through 3-1.c: These BMPs were selected because they are part of an illicit discharge detection program, as required by Sections D.c.1 and D.c.4 of the General Permit, and because they help to comply with the requirement of Section D.c.5 of the General Permit.

Measurable Goals

For BMPs 3-1.a and 3-1.b: These Measurable Goals were selected because they are a simple measure of their associated BMPs.

For BMP 3-1.c: This Measurable Goal was selected because it will be a good indicator of progress being made toward curbing illegal disposal activities.

BMP Intent: Have accurate storm drain maps to help locate illicit discharges and/or dischargers.

BMPs

3-2.a and 3-2.b: These BMPs were selected because they fulfill the requirements of Section D.c.2 of the General Permit.

Measurable Goals:

For BMPs 3-2.a and 3-2.b: These Measurable Goals were selected because they are a simple measure of their associated BMPs.

BMP Intent: Reduce pollution from illicit connections and/or discharges.

BMPs

3-3.a through 3-3.d: These BMPs were selected because they are part of an illicit discharge detection program, as required by Sections D.c.1 and D.c.4 of the General Permit.

Measurable Goals

For BMPs 3-3.a through 3-3.c: These Measurable Goals were selected because they will be good indicators of the progress being made toward detecting the presence of illicit connections or discharges.

For BMP 3-3.d: This Measurable Goal was selected because it will verify that illicit connections are being eliminated.

BMP Intent: Reduce pollution from illegal disposal activities.

BMPs

3-4.a through 3-4.c: EPA's guidance documents define illicit connections as "illegal and/or improper connections to storm drainage systems and receiving waters". Many building owners or operators are not aware that improper connections exist in their facilities. This is illustrated by the experience of one large wastewater agency (not within the geographic area of this MRSWMP) that, over an 11-year period, investigated 3,851 businesses and industries for illicit connections to its storm sewer system. Of those investigated, about 8 percent had illicit connections, and where one illicit connection was found, there was an average of 2.4 improper connects at that business. Based on this experience and similar experiences elsewhere, EPA has concluded that identifying and removing illicit connections is a measure for reducing storm water pollution, especially in areas where pollutants with unknown sources have been detected in receiving waters. These BMPs were selected because they fulfill the requirements of Section D.c.3 of the General Permit and because, based on the EPA guidance information, it is reasonable to investigate whether storm water pollution within the area covered by the MRSWMP may be coming from illicit connections and/or discharges. The language in these BMPs was based on information taken from the MURP and the CASQA Handbooks, as well as from other entities listed at the SWRCB and/or CASQA websites.

Measurable Goals

For BMPs 3-4.a through 3-4.c: These Measurable Goals were selected because they are a simple measure of their associated BMPs.

BMP Intent: Reduce pollution from recreational vehicles and boats.

BMPs

3-5.a: EPA's guidance documents state that recreational sewage management measures are needed to regulate wastewater generated from outdoor activities such as boating or camping by providing alternative methods to waste disposal in place of illegal overboard discharge. EPA goes on to say that the proper disposal of recreational waste is necessary to avoid the impacts that these activities and their associated developments (i.e., marinas and campgrounds) can have on aquatic environments. Marina and recreational boat sewage can impact water quality by introducing bacteria, nutrients, and hazardous chemicals into waterways. It has been reported that a single overboard discharge of human waste can be detected in up to a 1-square-mile area of shallow enclosed water. These human wastes can include *Streptococci*, fecal coliform, and other bacteria which contribute to incidences of human disease, shellfish bed closures, alerts on eating fish, and algal blooms. Boats can be a significant source of fecal coliform bacteria in areas with high boating densities and low hydrologic flushing, and fecal coliform levels become elevated near boats during periods of high occupancy and usage. Holding tanks on boats also concentrate pollutants and use increased levels of oxygen during decomposition.

This BMP was selected because of the high levels of tourist activity and high use of campers and watercraft within the area covered by the MRSWMP. The language in this BMP was based on information taken from the MURP and the CASQA Handbooks.

Measurable Goals

For BMP 3-5.a: This Measurable Goal was selected because it will verify that discharges from RVs and boats are being regulated.

BMP Intent: Inform employees, businesses, and the general public of the hazards that are generally associated with illegal discharges and improper disposal of waste.

BMPs

3-6.a: This BMP was selected to ensure that public education regarding the hazards associated with illegal discharges and improper disposal of waste is included in the Public Education and Public Outreach Program conducted under Minimum Control Measure 1.

Measurable Goals

For BMP 3-6.a: This Measurable Goal was selected because it is a simple measure of its associated BMP.

Minimum Control Measure 4: Construction Site Storm Water Runoff Control

EPA's guidance documents state that polluted storm water runoff from construction sites often flows to MS4s and ultimately is discharged into local rivers and streams. Sediment is usually the main pollutant of concern, although other pollutants may include solid and sanitary wastes, fertilizers, pesticides, oil and grease, concrete truck washout, construction chemicals, and construction debris. To date, the only pollutant from construction sites found by SWRCB to have a reasonable potential to cause excursions of water quality standards is sediment.

Several of the common pollutants associated with construction site runoff have been identified in the First Flush Report previously cited under the heading "Specific Storm Water Quality and Pollutants of Concern" in this Section 4 of the MRSWMP. There is considerable construction activity throughout the area covered by the MRSWMP. Therefore, lacking any information to the contrary, the Participating Entities believe the BMP Intent described below is applicable to the area covered by the MRSWMP, and that the proposed BMPs will help achieve this BMP Intent.

BMP Intent: Reduce pollution from construction sites by developing guidelines and standards for construction site runoff. These will address erosion and sediment controls, and shall contain requirements for construction site operators to: implement appropriate erosion and sediment control BMPs; to control wastes that have the potential to impact water quality such as discarded building materials, concrete truck washout, paint and plastering wash down, chemicals, litter, and sanitary waste at the construction site.

BMPs

4-1.a: This BMP was selected because it will fulfill the requirements of Sections D.2.d.1 through D.2.d.3 of the General Permit. The language in these BMPs was based on information taken from the MURP and the CASQA Handbooks, as well as from other entities listed at the SWRCB and/or CASQA websites.

4-2.a and 4-2.b: These BMPs were selected because they will fulfill the requirements of Section D.2.d.4 of the General Permit. The language in these BMPs was based on information taken from the MURP and the CASQA Handbooks.

4-3.a and 4-3.b: These BMPs were selected because they will fulfill the requirements of Section D.2.d.6 of the General Permit. The language in these BMPs was based on information taken from the MURP.

4-4.a and 4-4.b: These BMPs were selected because they will fulfill the requirements of Section D.2.d.5 of the General Permit. In addition EPA's guidance documents state that this will further reinforce the public participation component of the regulated small MS4 storm water program and help to recognize the crucial role that the public can play in identifying instances of noncompliance.

Measurable Goals

For BMP 4-1.a: This Measurable Goal was selected because it will ensure that progress is being made in implementing its associated BMP.

For BMPs 4-2.a and 4-2.b: These Measurable Goals were selected because they will ensure that progress is being made in implementing their associated BMPs.

For BMPs 4-3.a and 4-3.b: These Measurable Goals were selected because they will verify that the ordinance requirements pertaining to construction site runoff control are being enforced.

For BMPs 4-4.a and 4-4.b: These Measurable Goals were selected because they will ensure that progress is being made in implementing their associated BMPs.

Minimum Control Measure 5: Post-Construction Storm Water Management in New Development and Redevelopment

EPA has concluded that post-construction storm water management in areas undergoing new development or redevelopment is necessary because runoff from these areas can significantly affect receiving water bodies. Many studies indicate that prior planning and design for the minimization of pollutants in post-construction storm water discharges is one of the most cost-effective approaches to storm water quality management.

Based on the EPA guidance information, and absent contrary information, it is reasonable to believe storm water runoff from new development and redevelopment has the potential to contribute to storm water pollution within the area covered by the MRSWMP, and that the BMP Intent described below is also applicable to that area. The proposed BMPs will help achieve this BMP Intent.

BMP Intent: Reduce post-construction pollution by developing post construction guidelines and standards for storm water runoff from new development and redevelopment, to address potential pollutants such as sediments, chemicals, oils and grease, metals, and nutrients, as well as erosion and flooding.

BMPs

5-1.a: This BMP was selected because it is essentially required by Sections D.2.e.1 through D.2.e.4 of the General Permit. In addition implementation of this BMP will be consistent with EPA's recommendations that permittees adopt a planning process that includes implementation strategies (e.g., adopt a combination of structural and/or non-structural measures), operation and maintenance policies and procedures, and enforcement procedures. The language in this BMP was based on information taken from the MURP and the CASQA Handbooks.

5-2.a and 5-2.b: These BMPs were selected to ensure that the ordinance requirements of BMP 5-1.a are applied during design and construction.

5-3.a and 5-3.b: These BMPs were selected to ensure that the ordinance requirements of BMP 5-1.a are applied after the developments are completed and in use. The language in these BMPs was based on information taken from the MURP and the CASQA Handbooks.

Measurable Goals

For BMP 5-1.a : This Measurable Goal was selected because it will ensure that progress is being made in implementing its associated BMP.

For BMPs 5-2.a and 5-2.b: These Measurable Goals were selected because they are simple measures of their associated BMPs.

For BMPs 5-3.a and 5-3.b: These Measurable Goals were selected because they will verify that the storm water pollution prevention systems that are being constructed are being properly operated and maintained.

Minimum Control Measure 6: Pollution Prevention/Good Housekeeping for Municipal Operations

EPA's guidance documents state that the Pollution Prevention/Good Housekeeping for municipal operations minimum control measure is a key element of the small MS4 storm water management program. This measure requires permittees to examine and subsequently alter their own actions to help reduce the amount and type of pollution that: (1) collects on streets, parking lots, open spaces, and storage and vehicle maintenance areas and may be discharged into local waterways; and (2) results from actions such as environmentally damaging land development and flood management practices or poor maintenance of storm sewer systems. This measure is meant primarily to improve or protect receiving water quality by altering municipal or facility operations. Additionally, it may also result in a cost savings for the Permittee, because proper and timely maintenance of storm sewer systems can help avoid repair costs from damage caused by age and neglect.

The audiences to which the BMPs described below will be directed comprise the segments of the Participating Entities' staffs that are directly involved in work and activities that can have an impact on storm water quality. In selecting the BMP Intents to be addressed under this Minimum Measure, the Participating Entities assessed their municipal activities to determine which activities were most likely to have an impact on storm water quality. Based on that assessment, the BMP Intents described below pertain to what the Participating Entities believe are the principal types of pollution to which their municipal activities may be contributing.

BMP Intent: Minimize pollution from improper discharge or disposal of materials.

BMPs

6-1.a: This BMP was selected because it will fulfill the requirements of Section D.2.f.1 of the General Permit.

6-2.a: EPA's guidance documents state that failure to properly store hazardous materials increases the probability that they will end up in local waterways. Most municipalities have some types of hazardous chemicals stored in their facilities. Practices such as covering hazardous materials and storing them properly can have important benefits. Hazardous material storage is relevant to both urban and rural settings and all geographic regions. The effects of hazardous material leakage may be more pronounced in areas with heavier rainfall, due to the greater volume of runoff. This BMP was selected based on EPA's recommendations, and the fact that most of the Participating Entities store some types of hazardous materials in locations where leakage or spillage potentially could flow to Monterey Bay or another nearby waterway.

Measurable Goals

For BMP 6-1.a: This Measurable Goal was selected because it is a simple measure of its associated BMP.

For BMP 6-2.a: This Measurable Goal was selected because it is a good indicator of the implementation of its associated BMP.

BMP Intent: Minimize pollution from used motor oil being disposed of improperly.

BMPs

6-3.a: EPA's guidance documents state that used motor oil is one type of hazardous waste because it contains heavy metals picked up from the engine during use. Motor oil is toxic to humans, wildlife, and plants; it should be disposed of at a local recycling or disposal facility. EPA reports that estimates show that each year over 180 million gallons of used oil is disposed of improperly and that a single quart of motor oil can pollute 250,000 gallons of drinking water. This BMP was selected based on EPA's recommendations, and the fact that most of the Participating Entities generate and/or store used motor oil in locations where leakage or spillage potentially could flow to Monterey Bay or another nearby waterway, and to ensure that proper procedures for storage and disposal of used motor oil are being employed.

Measurable Goals

For BMP 6-3.a: This Measurable Goal was selected it is a good indicator of the implementation of its associated BMP.

BMP Intent: Minimize pollution from landscaping & lawn care management and pest control management activities.

BMPs

6-4.a and 6-4.b: EPA recommends these BMPs to control potential storm water impacts of landscaping and lawn care practices through education and outreach on methods that reduce nutrient loadings and the amount of storm water runoff generated from lawns. Research has indicated that nutrient runoff from lawns has the potential to contribute eutrophication in streams, lakes, and estuaries. Nutrient loads generated by municipal properties can be significant, and recent research has shown that lawns may produce more surface runoff than previously thought. Pesticide runoff can contribute pollutants that contaminate drinking water supplies and are toxic to both humans and aquatic organisms. EPA has concluded that informing municipal parks staffs on methods to reduce storm water pollution from over irrigation and improper timing of the application of pesticides can help alleviate the potential impacts from these sources.

These BMPs were selected because the First Flush Report showed that there were slightly elevated nutrient levels in some of the storm water outfalls, because all of the Participating Entities have landscaping that their staffs maintain, and because some of them have extensive lawn and/or park areas very close to Monterey Bay or other water bodies. Also, these BMPs fulfill the requirements of Section D.2.f.2 of the General Permit.

Measurable Goals

For BMPs 6-4.a and 6-4.b: This Measurable Goal was selected because it is a good indicator of the implementation of its associated BMP.

BMP Intent: Minimize pollution for improper discharge of chlorinated and/or brominated water from swimming pools & spas.

BMPs

6-5.a: EPA's guidance documents state that chlorinated water discharged to surface waters has

an adverse impact on local water quality. Swimming pools are a source of chlorinated water discharged into sanitary and storm sewer systems. An average swimming pool holds 19,000 gallons of chlorinated water. Pools have high concentrations of chlorine, which is toxic to wildlife and fish. Chlorinated pool water should not be discharged to the storm sewer system or directly into a water body. Instead, alternative discharge options should be used, or the water should be dechlorinated prior to discharge. This BMP was selected based on EPA's recommendations, and because some Participating Entities have municipal pools. If those pools were drained to the storm water system, the chlorinated water would flow to Monterey Bay or another nearby waterway. The language in this BMP was based on information taken from the MURP and the CASQA Handbooks.

Measurable Goals

For BMP 6-5.a: This Measurable Goal was selected because it is good indicator of the implementation of its associated BMP.

BMP Intent: *Minimize pollution from street and parking lot cleaning.*

BMPs

6-6.a: EPA's guidance documents recommend that street sweeping be performed on a regular basis to minimize pollutant export to receiving waters. These cleaning practices are designed to remove from road and parking lot surfaces sediment debris and other pollutants that are a potential source of pollution impacting urban waterways. Although performance monitoring done in the early 1980s for the Nationwide Urban Runoff Program indicated that street sweeping was not very effective in reducing pollutant loads, recent improvements in street sweeper technology have enhanced the ability of present day machines to pick up the fine-grained sediment particles to which many pollutants preferentially bind. Street sweeping is practiced in most urban areas, often as an aesthetic practice to remove sediment buildup and large debris from curb gutters. The frequency and intensity of rainfall for a region are key variables in determining how streets need to be swept to obtain a desired removal efficiency. This BMP was selected based on EPA's findings regarding the significance of the storm water quality impacts of pollutants discharged with street and parking lot runoff, and because all of the Participating Entities have streets and parking lots that they maintain.

Measurable Goals

For BMP 6-6.a: This Measurable Goal was selected because it is a good indicator of the implementation of its associated BMP.

BMP Intent: *Minimize pollution from automotive maintenance activities.*

BMPs

6-7.a through 6-7.f: EPA recommends that these pollution prevention measures be employed to create a program of targeted outreach and training for municipal fleets (public works, school buses, fire, police, and parks) involved in automobile maintenance about practices that control pollutants and reduce potential storm water impacts. EPA considers automotive maintenance facilities to be storm water "hot spots" where significant loads of hydrocarbons, trace metals, and other pollutants can be produced that can affect the quality of storm water runoff. Some of the waste types generated at automobile maintenance facilities include the following:

- Solvents (paints and paint thinners)

- Antifreeze
- Brake fluid and brake lining
- Batteries
- Motor oils
- Fuels (gasoline, diesel, kerosene)
- Lubricating grease.

Because of their high potential to contribute to storm water pollution, automotive maintenance facilities' discharges to storm and sanitary sewer systems need to be highly regulated. Fluid spills and improper disposal of materials result in pollutants, heavy metals, and toxic materials entering ground and surface water supplies, creating public health and environmental risks. Alteration of practices involving the cleanup and storage of automotive fluids and cleaning of vehicle parts can help reduce the potential influence of automotive maintenance practices on storm water runoff and local water supplies. These BMPs were selected based on EPA's findings regarding the pollution potential of automotive facilities, and the fact that most of the Participating Entities have such facilities. The language in these BMPs was based on information taken from the MURP and the CASQA Handbooks.

Measurable Goals

For BMPs 6-7.a through 6-7.f: These Measurable Goals were selected because they are good indicators of the implementation of their associated BMPs.

BMP Intent: Minimize pollution from municipal vehicle washing activities.

BMPs

6-8.a and 6-8.b: Outdoor vehicle washing has the potential to result in a high load of nutrients, metals, and hydrocarbons during dry weather conditions in many watersheds, as the detergent-rich water used to wash the grime off the vehicles flows down the street and into the storm drain. EPA's guidance documents recommend educating municipal fleets (public works, school buses, fire, police, and parks) on the water quality impacts of the outdoor washing of vehicles and how to avoid allowing polluted runoff to enter the storm drain system. These BMPs were selected based on EPA's recommendations, and because most of the Participating Entities have washing facilities for their municipal vehicles. The language in these BMPs was based on information taken from the MURP and the CASQA Handbooks.

Measurable Goals

For BMPs 6-8.a and 6-8.b: These Measurable Goals were selected because they are good indicators of the implementation of their associated BMPs.

BMP Intent: Minimize pollution from roadway and bridge maintenance.

BMPs

6-9.a: Roadway systems are a large part of the infrastructure of urban areas, and require regular repairs and maintenance due to traffic use and climatic conditions. EPA's guidance documents state that substantial amounts of sediment and pollutants can be generated during roadway and bridge repair operations, and these pollutant loadings can threaten local water quality by contributing heavy metals, hydrocarbons, sediment, and debris to storm water runoff. Numerous pathways for pollutant deposition on roadways and bridges influence the water quality of storm

water runoff. This BMP was selected based on EPA's findings, and because all of the Participating Entities have roadway systems which they repair and maintain on a routine basis.

Measurable Goals

For BMP 6-9.a: This Measurable Goal was selected because it is a good indicator of the implementation of its associated BMP.

BMP Intent: *Minimize pollution from contaminants accumulated in storm sewer systems.*

BMPs

6-10.a through 6-10.e: EPA's guidance documents recommend that storm drain systems be cleaned regularly. Routine cleaning reduces the amount of pollutants, trash, and debris both in the storm drain system and in receiving waters. Clogged drains and storm drain inlets can cause the drains to overflow, leading to increased erosion. Benefits of cleaning include increased dissolved oxygen, reduced levels of bacteria, and support of instream habitat. Areas with relatively flat grades or low flows should be given special attention because they rarely achieve high enough flows to flush themselves. This BMP was selected based on EPA's recommendations, and because all of the Participating Entities have storm drain systems that they operate and maintain.

Measurable Goals

For BMPs 6-10.a through 6-10.e: These Measurable Goals were selected because they are good indicators of the implementation of their associated BMPs.

TABLE 4-1 MCM1: PUBLIC EDUCATION & OUTREACH:

Permit holders must implement a public education program to distribute educational materials to the community and/or conduct outreach activities about the impacts of storm water discharges on water bodies and the steps that the public can take to reduce pollutants in storm water runoff.

BMP Intent	Best Management Practice / Activity	BMP#	Implementation Plan	Permit Yr 1	Permit Yr 2	Permit Yr 3	Permit Yr 4	Permit Yr 5	Measurable Goals.	Implementers
<p>Provide public education to increase awareness of what constitutes poor stewardship of storm water as a resource. The education and outreach plan will focus on topics such as reducing pollution from lawn and gardening activities, improper disposal of household hazardous wastes, illegal disposal activities, pet wastes, improper handling and disposal of trash, restaurant activities, and automotive activities. Increased education will ultimately result in decreased pollution.</p>	<p>Educate the audience about the causes of storm water pollution and the things they can do to reduce this pollution. (See Appendix E for Public Education and Outreach Program)</p>	1-1.a	<p>Implement the comprehensive Public Education & Outreach Program contained in Attachment E for the entire region targeting all ages, classes, and ethnic groups</p>	X					<p>See Appendix E, for listing of Measurable Goals</p>	<p>MRSWMP Group in partnership with MBNMS</p>
		1-1.b	<p>Review & revise “Year 1 Public Education & Outreach Plan” to maximize efficiency in audience reached, and address current contaminants impacting water quality. Changes will be based on input from the public, volunteer monitoring network data, budgetary constraints, and contaminants of concern or audiences not covered as in depth in prior years.</p>		X	X	X	X	<p>The updated Measurable Goals will be included each year in the revised Public Education and Outreach Program, which will be submitted as part of the Annual Reports</p>	<p>MRSWMP Group in partnership with MBNMS</p>

TABLE 4-1 MCM2: PUBLIC PARTICIPATION & INVOLVEMENT:

**The public should be included in developing, implementing, and reviewing the permit holder’s storm water management program.
The permit holders should make efforts to reach out and engage all economic and ethnic groups within their permit boundaries.**

BMP Intent	Best Management Practice / Activity	BMP#	Implementation Plan	Permit Yr 1	Permit Yr 2	Permit Yr 3	Permit Yr 4	Permit Yr 5	Measurable Goals.	Implementers
<p>Increase public awareness of what constitutes poor stewardship of storm water as a resource and increase public actions such as reporting of problems to authorities. This ultimately will result in decreased pollution.</p>	<p>Encourage general public and stakeholder involvement in identifying and solving storm water management problems by holding two publicly advertised "Public Involvement Workshops" per a year. Public advertisement will be via local newspapers, city websites, community calendars, and/or MRSWMP email list serve. (See Appendix E for Public Participation and Involvement Program)</p>	<p>2-1.a</p>	<p>Draft annual report will be posted on the website and in city offices for review by public one month prior to Annual Workshop No. 1.</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>All written public comments submitted and notes taken at workshop will be considered for inclusion in the annual report and kept on file.</p>	<p>MRSWMP Group & MS4 Administration</p>

BMP Intent	Best Management Practice / Activity	BMP#	Implementation Plan	Permit Yr 1	Permit Yr 2	Permit Yr 3	Permit Yr 4	Permit Yr 5	Measurable Goals.	Implementers
<p>Increase public awareness of what constitutes poor stewardship of storm water as a resource and increase public actions such as reporting of problems to authorities. This ultimately will result in decreased pollution.</p>	<p>Encourage general public and stakeholder involvement in identifying and solving storm water management problems by holding two publicly advertised "Public Involvement Workshops" per year. Public advertisement will be via local newspapers, city websites, community calendars, and/or MRSWMP email list serve. (See Appendix E for Public Participation and Involvement Program)</p>	<p>2-1.b</p>	<p>Hold Annual Workshop #1 annually in July/August prior to Annual Report submission to explain the Phase II Permit objectives and solicit public input on the success of the current BMPs and Measurable Goals. (Note: In Year One no draft annual report will have been prepared for review at Annual Workshop #1, as Year One will have just begun. Consequently Annual Workshop #1 in Year One will focus on a general overview of Phase II requirements, and BMPs selected to increase overall awareness and knowledge of Phase II program by the general public.)</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>40 participants per workshop</p>	<p>MRSWMP Group</p>

BMP Intent	Best Management Practice / Activity	BMP#	Implementation Plan	Permit Yr 1	Permit Yr 2	Permit Yr 3	Permit Yr 4	Permit Yr 5	Measurable Goals.	Implementers
<p>Increase public awareness of what constitutes poor stewardship of storm water as a resource and increase public actions such as reporting of problems to authorities. This ultimately will result in decreased pollution.</p>	<p>Encourage general public and stakeholder involvement in identifying and solving storm water management problems by holding two publicly advertised "Public Involvement Workshops" per a year. Public advertisement will be via local newspapers, city websites, community calendars, and/or MRSWMP email list serve. (See Appendix E for Public Participation and Involvement Program)</p>	<p>2-1.c</p>	<p>Hold Annual Workshop # 2 annually in March/April: (Note: Annual Workshop #2 in Year One will either focus on a general overview of Phase II requirements, and BMPs selected to increase overall awareness and knowledge of Phase II program by the general public, or will focus on a specific target audience and associated contaminants of concern. The decision on the focus for this Year One Annual Workshop #2 will be based on knowledge and experience gained by the Participating Entities from carrying out the MRSWMP up to the time this Workshop is scheduled.)</p>	<p>X</p>					<p>40 participants per workshop</p>	<p>MRSWMP Group</p>

BMP Intent	Best Management Practice / Activity	BMP#	Implementation Plan	Permit Yr 1	Permit Yr 2	Permit Yr 3	Permit Yr 4	Permit Yr 5	Measurable Goals.	Implementers
<p>Increase public awareness of what constitutes poor stewardship of storm water as a resource and increase public actions such as reporting of problems to authorities. This ultimately will result in decreased pollution.</p>	<p>Encourage general public and stakeholder involvement in identifying and solving storm water management problems by holding two publicly advertised "Public Involvement Workshops" per a year. Public advertisement will be via local newspapers, city websites, community calendars, and/or MRSWMP email list serve. (See Appendix E for Public Participation and Involvement Program)</p>	<p>2-1.d</p>	<p>Hold Annual Workshop #2 annually in Mar-April: Workshop in years 2-5 will focus on a specific target audience and associated contaminants of concern. Topic/audience will be chosen each year based on historical contaminants of concern for industries common to permit jurisdiction area, volunteer monitoring network data, and topic/audience not chosen the prior year. Priority will be given to Attachment 4 listed businesses.</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>40 participants per workshop</p>	<p>MRSWMP Group</p>

BMP Intent	Best Management Practice / Activity	BMP #	Implementation Plan	Permit Yr 1	Permit Yr 2	Permit Yr 3	Permit Yr 4	Permit Yr 5	Measurable Goals.	Implementers
		2-2.a	Provide financial sponsorship support for Annual Coastal Cleanup Day in Monterey County or other local beach clean up efforts.	X	X	X	X	X	Annual financial sponsorship of jurisdiction wide event	MRSWMP Group
		2-2.b	Recruit volunteers through municipal employee base for Annual Coastal Clean Up Day or other local clean up efforts.	X	X	X	X	X	Each permit holder to recruit volunteers through two separate agency channels; e.g. email, paycheck stuffers, internal newsletters, etc.	MS4 Administration

BMP Intent	Best Management Practice / Activity	BMP#	Implementation Plan	Permit Yr 1	Permit Yr 2	Permit Yr 3	Permit Yr 4	Permit Yr 5	Measurable Goals.	Implementers
<p>Increase public awareness of what constitutes poor stewardship of storm water as a resource and increase public actions such as reporting of problems to authorities. This ultimately will result in decreased pollution.</p>	<p>Encourage general public participation in programs and activities designed to promote understanding and awareness of storm water pollution, such as cleanup events and restoration activities. (See Appendix E for Public Participation and Involvement Program)</p>	2-2.c	<p>Provide support for, or assistance with storm drain stenciling through providing supplies, volunteer recruitment & dedicating MRSWMP allocated hours by MBNMS staff</p>	X	X	X	X	X	<p>Utilization of all hours allocated to MRSWMP Group by MBNMS staff . \$500 of financial support for supplies to be provided by the Group, supplemented if necessary by individual Participating Entities within their jurisdictions.</p>	<p>MRSWMP Group in partnership with MBNMS</p>

BMP Intent	Best Management Practice / Activity	BMP#	Implementation Plan	Permit Yr 1	Permit Yr 2	Permit Yr 3	Permit Yr 4	Permit Yr 5	Measurable Goals.	Implementers
<p>Increase public awareness of what constitutes poor stewardship of storm water as a resource and increase public actions such as reporting of problems to authorities. This ultimately will result in decreased pollution.</p>	<p>Encourage general public participation in programs and activities designed to promote understanding and awareness of storm water pollution, such as cleanup events and restoration activities.</p> <p>(See Appendix E for Public Participation and Involvement Program)</p>	2-2.d	<p>Provide financial support for, and assistance with volunteer monitoring programs such as: Urban Watch, First Flush, or other storm water quality protective programs</p>	X	X	X	X	X	<p>\$500 annual contribution by Group. Each Participating Entity to recruit volunteers through at least two separate channels; e.g. email, paycheck stuffers, internal newsletters, etc.</p>	<p>MRSWMP Group & MS4 Administration</p>

BMP Intent	Best Management Practice / Activity	BMP#	Implementation Plan	Permit Yr 1	Permit Yr 2	Permit Yr 3	Permit Yr 4	Permit Yr 5	Measurable Goals.	Implementers
<p>Collaborate and participate in ongoing volunteer water quality monitoring efforts by becoming an active participant in the Citizen Water Quality Monitoring Network. This will ensure collaboration and participation in the ongoing volunteer water quality monitoring efforts and give permit holders a clearer understanding of the contaminants of concern in their jurisdiction.</p>	<p>Become an active participant in the Citizen Water Quality Monitoring Network (See Appendix E for Public Participation and Involvement Program)</p>	<p>2-3.a</p>	<p>A representative from the MRSWMP group will attend each monitoring network meeting and report back to permit holder group. Permit holders will also recruit volunteers through employee and citizen group channels, websites, and / or newsletters to participate in volunteer network monitoring activities.</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>X</p>	<p>100% of monitoring network meetings to be attended annually by member of MRSWMP group and each permit holder to recruit volunteers through at least two channels within their agency; e.g. email, paycheck stuffers, internal newsletters, etc.</p>	<p>MRSWMP Group & MS4 Administration</p>

TABLE 4-1 MCM3: ILLICIT DISCHARGE DETECTION & ELIMINATION:

EPA recommends that the plan to detect and address illicit discharges (discharges to storm drains and sewers that are not composed entirely of storm water) include the following four components: procedures for locating priority areas likely to have illicit discharges; procedures for tracing the source of an illicit discharge; procedures for removing the source of the discharge; and procedures for program evaluation and assessment.

BMP Intent	Best Management Practice / Activity	BMP#	Implementation Plan	Permit Yr 1	Permit Yr 2	Permit Yr 3	Permit Yr 4	Permit Yr 5	Measurable Goals.	Implementers
Promote the reporting of illicit discharges by having a system for receiving such reports.	Create a unified place for public to call in potential illicit discharges	3-1.a	Enter into an agreement with “911 Earth” to use their 1-800-CLEANUP hotline for the public to report illicit discharges by zip code	X					Date agreement was executed	MRSWMP Group
		3-1.b	Advertise 1-800-CLEANUP call-in number on MRSWMP generated-media and educational materials	X	X	X	X	X	Advertised on a minimum of 8 different media pieces: 4 in English, 4 in Spanish	MRSWMP Group

BMP Intent	Best Management Practice / Activity	BMP#	Implementation Plan	Permit Yr 1	Permit Yr 2	Permit Yr 3	Permit Yr 4	Permit Yr 5	Measurable Goals.	Implementers
Promote the reporting of illicit discharges by having a system for receiving such reports.	Create a unified place for the public to call in potential illicit discharges	3-1.c	Using the protocol contained in Appendix E, investigate and take appropriate action on each report of illicit discharge that is received.	X	X	X	X	X	100% of all reports of illicit discharge investigated and report on outcome of each case in the form of “closed”, “ongoing enforcement”, or “still investigating source”.	MS4 Administration
Have accurate storm drain maps to help locate illicit discharges and/or dischargers.	Storm water system mapping	3-2.a	Complete preparation of the storm drain system map contained in Attachment E, showing the location of all outfalls discharging to waters of the state and other MS4s that receive discharges from those outfalls	33% minimum	33% minimum	33% minimum			100 % of MRSWMP jurisdiction to be mapped by end of permit year 3.	MS4 Administration
		3-2.b	Update the outfall map annually to include new facilities as appropriate.		X	X	X	X	Include updated map in the Annual Reports	MS4 Administration

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BMP Intent	Best Management Practice / Activity	BMP#	Implementation Plan	Permit Yr 1	Permit Yr 2	Permit Yr 3	Permit Yr 4	Permit Yr 5	Measurable Goals.	Implementers
		3-3.a	Using the training materials contained in Appendix F, train inspection personnel and other municipal staff, and obtain resources necessary to inspect businesses.	X					Sufficient personnel trained and prepared to perform inspections beginning in Year Two	MRSWMP group
		3-3.b	Using the inventory of Attachment 4 businesses and the inspection checklists contained in Appendix E, prioritize the businesses to be inspected, and inspect them for illicit connections and illegal discharges.		X	X	X	X	Minimum of 5% of inventoried businesses inspected per year	MS4 Administration
		3-3.c	Create hotline for public reporting of illicit connections	X					See BMP 3-1.a	MRSWMP Group

BMP Intent	Best Management Practice / Activity	BMP#	Implementation Plan	Permit Yr 1	Permit Yr 2	Permit Yr 3	Permit Yr 4	Permit Yr 5	Measurable Goals	Implementers
Reduce pollution from illicit connections and/or discharges.	Implement and maintain a program to detect and eliminate illicit connections and/or illegal discharges; i.e., sewer overflows, fluid dumping in catch basins etc.	3-3.d	Using the protocol contained in Appendix E, take action as necessary to eliminate 100% of the illicit connections and illegal discharges that are identified in this year	X	X	X	X	X	100% of all reports of illicit connections and illegal discharges investigated and report on outcome of each case in the form of “closed”, “ongoing enforcement”, or “still investigating source”.	MS4 Administration

BMP Intent	Best Management Practice / Activity	BMP#	Implementation Plan	Permit Yr 1	Permit Yr 2	Permit Yr 3	Permit Yr 4	Permit Yr 5	Measurable Goals.	Implementers
Reduce pollution from illegal disposal activities	<p>Adopt an ordinance with standards for storm water pollution prevention.</p> <p>Ordinance to include definitions of illegal disposal activities, including requirements pertaining to mat wash downs, hood cleaning, etc., and requiring firms to notify Public Works of all such cleaning activities, with penalties for violations. Ordinance will also outline responsibility for any clean up determined necessary.</p>	3-4.a	Using the guidance document and model ordinance contained in Appendix E, each Participating Entity will adopt a storm water ordinance revised to be specific to each entity's needs through appropriate governing body procedures.	X					Date ordinance adopted by MS4	MS4 Administration
		3-4.b	Train appropriate staff on the adopted ordinance		X	X	X	X	100 % of existing appropriate staff trained by Year 2, then all appropriate new employees every year after that	MS4 Administration
		3-4.c	Implement ordinance		X				Date ordinance implemented	MS4 Administration

BMP Intent	Best Management Practice / Activity	BMP #	Implementation Plan	Permit Yr 1	Permit Yr 2	Permit Yr 3	Permit Yr 4	Permit Yr 5	Measurable Goals.	Implementers
		3-5.a	Using the inventory of RV parks and boat marinas and the inspection lists contained in Appendix E, inspect each RV park and boat marina annually, and take action to correct any observed violations of the discharge ordinance		X	X	X	X	100% of RV parks & boat marinas inspected annually	MS4 Administration
Inform employees, businesses, and the general public of the hazards that are generally associated with illegal discharges and improper disposal of waste.	Implement a permit boundary-wide education program addressing the negative effects on water quality through illegal discharges, improper waste disposal and other non-storm water discharges.	3-6.a	This is included in the Public Education and Outreach Program contained in Appendix E.	X	X	X	X	X	Summary of methods used to educate the public about the impacts of illegal discharges and improper waste disposal to be included in the Annual Reports.	MRSWMP Group in partnership with MBNMS

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TABLE 4-1 MCM4: CONSTRUCTION SITE STORM WATER RUNOFF CONTROL:

The permit holders must develop a program to control the discharge of pollutants from construction sites = 1 one acre size. The program must include review of Storm Water Pollution and Prevention Plans, inspection of construction sites and enforcement actions against violators.

BMP Intent	Best Management Practice / Activity	BMP#	Implementation Plan	Permit Yr 1	Permit Yr 2	Permit Yr 3	Permit Yr 4	Permit Yr 5	Measurable Goals.	Implementers
<p>Reduce pollution from construction sites by developing guidelines and standards for construction site runoff. These will address erosion and sediment controls, and shall contain requirements for construction site operators to: implement appropriate erosion and sediment control BMPs; to control waste that may cause adverse impacts to water quality such as discarded building materials, concrete truck washout, paint and plastering wash down, chemicals, litter, and sanitary waste at the construction site</p>	<p>Adopt an ordinance with standards for storm water pollution prevention associated with construction activities.</p> <p>Ordinance to include standards for general construction site waste management for construction activities as defined by the General Construction Storm Water Permit</p>	<p>4-1.a</p>	<p>Using the guidance document and model ordinance contained in Appendix E, each Participating Entity will adopt a storm water ordinance revised to be specific to each entity's needs through appropriate governing body procedures</p>	<p>X</p>					<p>Date ordinance adopted by MS4</p>	<p>MRSWMP Group</p>

BMP Intent	Best Management Practice / Activity	BMP#	Implementation Plan	Permit Yr 1	Permit Yr 2	Permit Yr 3	Permit Yr 4	Permit Yr 5	Measurable Goals.	Implementers
		4-2.a	Train appropriate staff on the site plan and construction inspection procedures contained in Appendix E procedures		X	X	X	X	100 % of existing appropriate staff trained by Year 2, then all new appropriate employees every year after that	MS4 Administration
		4-2.b	Use the site plan review procedures contained in Appendix E when reviewing construction projects		X	X	X	X	100% of construction site plans reviewed for compliance	MS4 Administration
		4-3.a	Train appropriate staff on the construction site inspection procedures		X	X	X	X	100 % of existing appropriate staff trained by Year 2, then all new appropriate employees every year after that, with periodic refresher training provided	MS4 Administration

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BMP Intent	Best Management Practice / Activity	BMP#	Implementation Plan	Permit Yr 1	Permit Yr 2	Permit Yr 3	Permit Yr 4	Permit Yr 5	Measurable Goals.	Implementers
Reduce pollution from construction sites by developing guidelines and standards for construction site runoff. These will address erosion and sediment controls, and shall contain requirements for construction site operators to: implement appropriate erosion and sediment control BMPs; to control waste that may cause adverse impacts to water quality such as discarded building materials, concrete truck washout, paint and plastering wash down, chemicals, litter, and sanitary waste at the construction site.	Implement procedures for site inspection and enforcement of BMP control measures.	4-3.b	Using the procedures and checklists contained in Appendix E, inspect the construction sites subject to the storm water ordinance and take appropriate action to have any observed violations corrected		X	X	X	X	100% of construction sites subject to the storm water ordinance inspected and violations corrected	MS4 Administration

BMP Intent	Best Management Practice / Activity	BMP#	Implementation Plan	Permit Yr 1	Permit Yr 2	Permit Yr 3	Permit Yr 4	Permit Yr 5	Measurable Goals.	Implementers
Reduce pollution from construction sites by developing guidelines and standards for construction site runoff. These will address erosion and sediment controls, and shall contain requirements for construction site operators to: implement appropriate erosion and sediment control BMPs; to control waste that may cause adverse impacts to water quality such as discarded building materials, concrete truck washout, paint and plastering wash down, chemicals, litter, and sanitary waste at the construction site.	Implement procedures for receipt and consideration of information submitted by the public regarding storm water runoff impacts associated with construction projects.	4-4.a	Use the procedures contained in Appendix E to facilitate the receipt of, and the response to, reports from the public of storm water pollution from construction sites.	X	X	X	X	X	100% of all reports of construction site storm water pollution investigated and report on outcome of each case in the form of “closed”, “ongoing enforcement”, or “still investigating source”.	MS4 Administration

BMP Intent	Best Management Practice / Activity	BMP#	Implementation Plan	Permit Yr 1	Permit Yr 2	Permit Yr 3	Permit Yr 4	Permit Yr 5	Measurable Goals.	Implementers
Reduce pollution from construction sites by developing guidelines and standards for construction site runoff. These will address erosion and sediment controls, and shall contain requirements for construction site operators to: implement appropriate erosion and sediment control BMPs; to control waste that may cause adverse impacts to water quality such as discarded building materials, concrete truck washout, paint and plastering wash down, chemicals, litter, and sanitary waste at the construction site.	Implement a permit boundary-wide education program addressing the negative effects on water quality from improperly managed construction site runoff.	4-4.b	This is included in the Public Education and Outreach Program contained in Appendix E.	X	X	X	X	X	Summary of methods used to educate the public about impacts of construction on storm water quality included in the Annual Reports.	MS4 Administration in cooperation with MRSWMP group

TABLE 4-1 MCM5: POST-CONSTRUCTION STORM WATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT:
Permit holders must educate the development community about the importance of the storm water program.
This will include adopting standards for incorporating environmental measures into new construction that minimize storm water impacts.

BMP Intent	Best Management Practice / Activity	BMP#	Implementation Plan	Permit Yr 1	Permit Yr 2	Permit Yr 3	Permit Yr 4	Permit Yr 5	Measurable Goals.	Implementers
	<p>Adopt an ordinance with standards for storm water pollution prevention associated with storm water systems installed in new developments and redevelopments.</p> <p>Ordinance to include standards for the design, operation, and maintenance of post-construction storm water pollution prevention systems in new developments and redevelopment.</p>	5-1.a	<p>Using the guidance document and model ordinance contained in Appendix E, each Participating Entity will adopt a storm water ordinance revised to be specific to each entity's needs through appropriate governing body procedures.</p>	X					Date ordinance adopted by MS4	MS4 Administration
	Implement procedures for review of project plans	5-2.a	Train appropriate staff on the plan review procedures contained in Appendix E		X	X	X	X	100% of existing appropriate staff trained by Year 2, then all new appropriate staff thereafter	MS4 Administration

BMP Intent	Best Management Practice / Activity	BMP #	Implementation Plan	Permit Yr 1	Permit Yr 2	Permit Yr 3	Permit Yr 4	Permit Yr 5	Measurable Goals.	Implementers
<p>Reduce post-construction pollution by developing post construction guidelines and standards for storm water runoff from new development and redevelopment. These will address such pollutants as sediments, chemicals, oils and grease, metals, and nutrients, as well as erosion and flooding.</p>	<p>Implement procedures for review of project plans</p>	<p>5-2.b</p>	<p>Using the plan review procedures contained in Appendix E, review 100% of project plans subject to the post-construction requirements of the storm water ordinance for compliance with this ordinance during design and construction</p>		X	X	X	X	<p>100% of applicable site plans reviewed for compliance</p>	<p>MS4 Administration</p>
	<p>Implement procedures for post-construction site inspection and enforcement of storm water pollution control systems</p>	<p>5-3.a</p>	<p>Use the BMP Guidance Series and site inspection checklists contained in Appendix E to inspect projects and/or require self-certification by owner following completion of construction.</p>		X	X	X	X	<p>100% of applicable sites inspected or self-certified by project owner</p>	<p>MS4 Administration</p>
	<p>Implement procedures for post-construction site inspection and enforcement of storm water pollution control systems</p>	<p>5-3.b</p>	<p>Using the protocol contained in Appendix E, MS4 will enforce post-construction compliance with the storm water ordinance.</p>		X	X	X	X	<p>100% of identified post-construction ordinance violations taken to the enforcement process</p>	<p>MS4 Administration in cooperation with MRSWMP group</p>

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TABLE 4-1 MCM6: POLLUTION PREVENTION / GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS:
Permit holders must examine their own activities and develop a program to minimize the discharge of pollutants from the corporation yard, fleet services, and other permit holder owned facilities. This also includes monitoring street sweeping programs to track performance.

BMP Intent	Best Management Practice / Activity	BMP#	Implementation Plan	Permit Yr 1	Permit Yr 2	Permit Yr 3	Permit Yr 4	Permit Yr 5	Measurable Goals.	Implementers
Minimize pollution from improper discharge or disposal of materials.	Implement an education and training program for employees about the impacts of storm water pollution from municipal activities and hazardous materials disposal, and how to implement the selected BMPs to reduce these impacts	6-1.a	Using the training outline and materials contained in Appendix F, train appropriate municipal employees on storm water pollution issues.		X	X	X	X	100 % of existing appropriate staff trained by Year 2, then all new employees every year after that	MS4 Administration in cooperation with MRSWP group
	Inspection program of municipal hazardous materials storage facilities	6-2.a	Promptly correct any hazardous materials inspection deficiencies reported by the County inspectors, who are responsible for all of the hazardous materials inspections in Monterey County. (The inspection forms used by the County are contained in Appendix E and indicate the thoroughness that the County's inspections entail.)	X	X	X	X	X	100% of noted deficiencies corrected within 30 days of notification by the County	MS4 Administration in cooperation with MRSWP group

BMP Intent	Best Management Practice / Activity	BMP#	Implementation Plan	Permit Yr 1	Permit Yr 2	Permit Yr 3	Permit Yr 4	Permit Yr 5	Measurable Goals.	Implementers
Minimize pollution from improper discharge or disposal of materials.	Implement procedures for proper disposal of used motor oil and oil filters	6-3.a	Train appropriate staff on the procedures contained in Appendix E for proper disposal of used motor oil and filters		X	X	X	X	100 % of existing appropriate staff trained by Year 2, then all new employees thereafter	MS4 Administration in cooperation w/ MRSWMP Group
		6-3.b	Use procedures contained in Appendix E for disposal of used motor oil and filters		X	X	X	X	Summary of used motor oil disposal activities included in the Annual Reports.	MS4 Administration
		6-4.a	Use the procedures contained in Appendix E to minimize irrigation runoff such as using automatic timers, drip irrigation, pop up sprinkler heads, irrigating slowly, and inspecting and adjusting sprinklers while running.	X	X	X	X	X	Measures to minimize irrigation runoff, as described in Appendix E, applied to 80% or more of the irrigation sites under the jurisdiction's control	MS4 Administration
		6-4.b	Perform spraying during times where rain is not predicted	X	X	X	X	X	100% of spraying done when rain is not predicted	MS4 Administration

BMP Intent	Best Management Practice / Activity	BMP#	Implementation Plan	Permit Yr 1	Permit Yr 2	Permit Yr 3	Permit Yr 4	Permit Yr 5	Measurable Goals.	Implementers
Minimize pollution for improper discharge of chlorinated and/or brominated water from swimming pools & spas.	Implement procedures to ensure the dechlorination and/or debromination of pool water prior to discharge to the storm water system	6-5.a	Use the procedures contained in Appendix E for the proper disposal of swimming pool water.	X	X	X	X	X	Pool water dechlorinated and/or debrominated prior to discharge to storm drain system 100% of the time	MS4 Administration
		6-6.a	Conduct sweeping on a regular basis in accordance with the sweeping plans contained in Appendix E.	X	X	X	X	X	100% of Sweeping in each MS4 performed in accordance with the MS4's Plan	MS4 Administration
Minimize pollution from automotive maintenance activities.	Implement a program to prevent pollutants from automotive activities, such as vehicle fluids, from entering storm drains	6-7.a	Provide designated area for all vehicle maintenance	X	X	X	X	X	100% of MS4s have designated area for vehicle maintenance	MS4 Administration
		6-7.b	Move maintenance and repair activities indoors or under a covered area whenever possible	X	X	X	X	X	100% maintenance and repair activities moved indoors or covered area whenever possible	MS4 Administration

BMP Intent	Best Management Practice / Activity	BMP#	Implementation Plan	Permit Yr 1	Permit Yr 2	Permit Yr 3	Permit Yr 4	Permit Yr 5	Measurable Goals.	Implementers
		6-7.c	Stencil all storm drain inlets in corporation yard areas	X				X	100% of storm drain inlets in corporate yard stenciled by end of Year 1 and any new inlets which may be created stenciled immediately after being built. Stenciling redone in Year 5.	MS4 Administration in cooperation w/ MRSWMP and MBNMS
		6-7.d	Using the Vehicle Service Facilities Inspection Checklist contained in Appendix E, inspect the MS4's vehicle maintenance facilities annually and correct any deficiencies noted.	X	X	X	X	X	100% of noted deficiencies corrected.	MS4 Administration

BMP Intent	Best Management Practice / Activity	BMP#	Implementation Plan	Permit Yr 1	Permit Yr 2	Permit Yr 3	Permit Yr 4	Permit Yr 5	Measurable Goals.	Implementers
		6-7.e	Store materials and wastes under cover whenever possible	X	X	X	X	X	100% of materials stored under cover whenever possible	MS4 Administration
		6-7.f	Train all employees repairing municipal vehicles on proper pollution prevention techniques		X	X	X	X	This training is included in BMP 6-1.a	MS4 Administration in cooperation w/ MRSWMP group

BMP Intent	Best Management Practice / Activity	BMP#	Implementation Plan	Permit Yr 1	Permit Yr 2	Permit Yr 3	Permit Yr 4	Permit Yr 5	Measurable Goals.	Implementers
		6-8.a	Training of municipal employees in proper vehicle washing techniques	X		X		X	This training is included in BMP 6-1.a	MS4 Administration in cooperation w/ MRSWMP group
		6-8.b	Using the vehicle washing portion of the Vehicle Service Facilities Inspection Checklist contained in Appendix E, inspect the MS4's vehicle washing facilities annually and correct any deficiencies noted.	X	X	X	X	X	100% of noted deficiencies corrected.	MS4 Administration

BMP Intent	Best Management Practice / Activity	BMP#	Implementation Plan	Permit Yr 1	Permit Yr 2	Permit Yr 3	Permit Yr 4	Permit Yr 5	Measurable Goals.	Implementers
Minimize pollution from roadway and bridge maintenance.	Implement policies and procedures to prevent pollutants from bridge and street maintenance activities, such as paving and painting work, from entering storm drains	6-9.a	Require bridge and street maintenance contractors to regularly sweep construction zones and to keep paint and other construction materials out of the storm drain system. (Perform additional sweeping in conjunction with street and bridge maintenance work that is performed in-house.)		X	X	X	X	100% of bridge and street maintenance contracts contain these requirements, and in-house maintenance projects swept on a frequent basis to keep pollutants out of the storm drain system	MS4 Administration

BMP Intent	Best Management Practice / Activity	BMP#	Implementation Plan	Permit Yr 1	Permit Yr 2	Permit Yr 3	Permit Yr 4	Permit Yr 5	Measurable Goals.	Implementers
Minimize pollution from contaminants accumulated in storm sewer systems.	Implement a program of regularly cleaning storm drains and inlets to prevent accumulated pollutants from being discharged with the storm water	6-10.a	Stencil catch basins and inlets as needed as prevention measure	X	X	X	X	X	Stenciling is covered under BMP 2-2.c	MS4 Administration in cooperation w/ MRSWMP and MBNMS
		6-10.b	Inspect catch basins and inlets annually prior to rainy season	X	X	X	X	X	Minimum 35% of catch basins and inlets to be inspected annually on a rotating basis to cover 100% every 3 years	MS4 Administration
		6-10.c	Clean and repair catch basins, inlets and piping as identified through inspections as needed prior to November 1 st annually	X	X	X	X	X	By November 1 st , annually, address cleaning and repair needs of prioritized catch basins, inlets & piping as identified during inspections	MS4 Administration
		6-10.d	Re-inspect identified problem areas of debris accumulation during wet season	X	X	X	X	X	Re-inspect 100% of problem areas	MS4 Administration

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BMP Intent	Best Management Practice / Activity	BMP#	Implementation Plan	Permit Yr 1	Permit Yr 2	Permit Yr 3	Permit Yr 4	Permit Yr 5	Measurable Goals.	Implementers
Minimize pollution from contaminants accumulated in storm sewer systems.	Implement a program of regularly cleaning storm drains and inlets to prevent accumulated pollutants from being discharged with the storm water	6-10.e	Keep documentation of inspections and cleanings	X	X	X	X	X	Documentation kept on file	MS4 Administration

Appendix A

Notices of Intent from Each Member Entity

Appendix B

Memorandum of Agreement for the Monterey Regional Storm Water Pollution Prevention Program

[NOTE: The Pebble Beach Company and the City of Carmel-by-the-Sea terminated their participation in this Agreement in early 2005, in accordance with Section 6.03 of this Agreement. However, both of these entities intend to become Coordinating Entities, as described in Chapter 3 of this MRSWMP, by executing Letters of Understanding with the Management Committee defined in Section 2 of this Agreement.]

MEMORANDUM OF AGREEMENT

MONTEREY REGIONAL STORM WATER POLLUTION PREVENTION PROGRAM

THIS AGREEMENT, is made and entered into this _____ day of _____, 2002, by and between the MONTEREY REGIONAL WATER POLLUTION CONTROL AGENCY, hereinafter referred to as "AGENCY", a Joint Powers Authority (JPA) organized under the laws of the State of California, and the following entities, each of which is hereinafter referred to as "PERMITTEE" or collectively as "PERMITTEES":

CITY OF PACIFIC GROVE, a municipal corporation of the State of California;
CITY OF MONTEREY, a municipal corporation of the State of California;
CITY OF SEASIDE, a municipal corporation of the State of California;
CITY OF SAND CITY, a municipal corporation of the State of California;
CITY OF DEL REY OAKS, a municipal corporation of the State of California;
CITY OF MARINA, a municipal corporation of the State of California;
CITY OF CARMEL-BY-THE-SEA, a municipal corporation of the State of California;
COUNTY OF MONTEREY, a political subdivision of the State of California, and
PEBBLE BEACH COMPANY, a California general partnership.

The AGENCY and the above-mentioned entities may also hereinafter be collectively referred to as "PARTIES" or individually as "PARTY."

RECITALS:

- A. The Federal Clean Water Act (CWA) requires certain municipalities and industrial facilities to obtain a National Pollutant Discharge Elimination System (NPDES) permit for the discharge of storm water to navigable water. NPDES permits are also required for any storm water discharge which the Federal Environmental Protection Agency (EPA) or a state has determined contributes to a violation of a water quality standard, or is a significant contributor of pollutants to surface waters.
- B. The CWA further required EPA to promulgate regulations for initial NPDES permit applications for storm water discharges. The EPA promulgated such regulations in November 1990
- C. The EPA has delegated authority to the California State Water Resources Control Board (SWRCB) to administer the NPDES permit process within California and, in turn, the SWRCB has delegated authority to the California Regional Quality Control Board – Central Coastal Basin (RWQCB-CCB) to administer the NPDES permit process within its region.
- D. Pursuant to the CWA and EPA regulations, the RWQCB-CCB is expected to adopt orders further defining the program that the PARTIES are to develop and implement.
- E. In and for the mutual interest of the PERMITTEES, the PERMITTEES wish to develop and

implement the Program by entering into this Agreement for the purpose of cooperating to efficiently and economically comply with NPDES requirements.

NOW, THEREFORE, THE PARTIES HERETO FURTHER AGREE, AS FOLLOWS:

Section 1. Monterey Regional Storm Water Pollution Prevention Program

- 1.01. The Monterey Regional Storm Water Pollution Prevention Program ("Program") is intended to fulfill certain obligations of the PERMITTEES with regard to EPA's Phase 2 Storm Water NPDES requirements. These requirements are expected to be imposed upon the PARTIES by an NPDES permit that will be issued collectively to all of the PERMITTEES by the RWQCB-CCB at a future date
- 1.02 The Program is a collective effort and implementation of area-wide activities, designed to benefit all PERMITTEES.

Section 2. Management Committee

- 2.01 A Management Committee is hereby created to provide for overall Program coordination, review, and budget oversight, with respect to the NPDES Permit.
- 2.02 The Management Committee adopts the Bylaws contained in Exhibit "A" for its governance. The Management Committee may from time to time revise these Bylaws by formal action of the Management Committee
- 2.03 The Management Committee is the official management and oversight body of the Program. The Management Committee shall direct and guide the Program and review and approve the Program Budget. The Management Committee shall consider permit compliance, including benefit to a majority of the PERMITTEES, as a primary objective in approving Program tasks and corresponding budgets.
- 2.04 The Management Committee shall periodically re-evaluate and make recommendations to the PERMITTEES concerning reallocation of the proportion of the annual Program contribution that each PERMITTEE shall pay.
- 2.05 The voting membership of the Management Committee shall consist of one designated voting representative from each PERMITTEE. An alternative voting representative may be appointed by each PERMITTEE.
- 2.06 A quorum of the Management Committee shall be achieved when voting representatives from at least fifty percent (50%) of the PERMITTEES are present at any Management Committee meeting.
- 2.07 Unless otherwise advised by the Program Attorney, meetings of the Management Committee, including any closed sessions with the Program Attorney, shall be conducted in accordance with the "Brown Act" (Government Code Section 54950 et seq.). .

- 2.08 The affirmative vote of at least that number of the voting members of the Management Committee which collectively contribute at least fifty percent (50%) of the area-wide Program costs (a "Majority Vote"), is necessary to approve any financial measure brought before the Management Committee. Voting rights and weights of each PERMITTEE are defined in the Bylaws contained in Exhibit "A".
- 2.09 The Management Committee shall be responsible for selecting any consultant(s) or contractor(s) who are to be paid from Program funds ("Outside Contractors"), and for reviewing and approving any contracts with Outside Contractors, including the scope(s) of work, schedules of performance, use of subcontractors, and compensation for such Outside Contractors.
- 2.10 The Management Committee may select an attorney or firm (Program Attorney) that is experienced with the Clean Water Act and Municipal Storm Water NPDES Permits to provide legal advice to the Management Committee on all matters involving administration of the Program's NPDES Permit and such other matters upon which the Management Committee may seek legal advice or request legal representation. The Program Attorney shall not be responsible for providing legal advice related to permit compliance to individual PARTIES. The Program Attorney may provide such services under separate contract with any PARTY or PARTIES, but shall provide advance notification to all PARTIES before providing such services to identify and resolve possible issues of conflict of interest. The Program Manager may assist in coordination of activities with the Program Attorney, but shall not give direction to the Program Attorney without prior authorization from the Management Committee.
- 2.11 The Management Committee shall establish timelines and budgets for completion of Program tasks.
- 2.12 The Management Committee, through its Bylaws, may establish procedures for tracking, accounting for, and auditing the Program funds.

Section 3. Program Budget

- 3.01 A budget shall be adopted for each fiscal year. The fiscal year shall run from July 1 through June 30. The Budget shall be prepared and administered as described in Exhibit "B".
- 3.02 Not later than 60 days after the start of each fiscal year's budget cycle, the PERMITTEES shall each pay a yearly assessment into a fund established for Program operations for their assigned portion of the Program Budget. The proportionate share of the Program Budget that each PERMITTEE shall pay shall be shown and specified in the adopted fiscal year budget.
Cost-sharing between PERMITTEES shall be based on the populations within the areas of each participating entity that are covered by the permit, unless otherwise agreed to by the PERMITTEES when the budget for each year is adopted, as described in Exhibit "B".

- 3.03 Except as provided in Section 6.03, the ending fund balance at the close of each fiscal year shall be disbursed annually to the PERMITTEES, or credited to the PERMITTEES' shares of the next fiscal year's costs, in accordance with the PERMITTEES' defined participation rates, as requested by each PERMITTEE.

Section 4. Program Manager

- 4.01 The Management Committee shall select a PARTY or Outside Contractor to act as the Program Manager for the Program.
- 4.02 The Program Manager shall be responsible for Program management and administration, Permit management, technical program management, and related duties as described in Exhibit "C". The Program Manager shall be paid, from Program funds in accordance with the adopted Program budget, for providing the services described hereunder. Work assignments shall be made to the Program Manager by the Management Committee and not by individual PERMITTEES. The Program Manager shall not be responsible for providing program management services related to individual PERMITTEE'S permit programs. However, the Program Manager may provide such services under separate contract with any PARTY or PARTIES, but shall provide advance notification to all PARTIES before providing such services to identify and resolve possible issues of conflict of interest.
- 4.03 The Program Manager shall be the treasurer of the Program funds. The Program Manager, in accordance with generally-accepted accounting procedures, shall keep the Program funds segregated from any other funds administered by the Program Manager; shall credit the Program with appropriate interest income earned on Program funds in each fiscal year; and shall not expend any funds except in accordance with the annual budget approved by the Management Committee, or as otherwise directed by the Management Committee. The Program Manager shall act in a reasonable amount of time to execute contracts with Outside Contractors, which have been requested and approved by the Management Committee. The Program Manager shall provide a copy of any contract executed on behalf of the Program to any PERMITTEE or person designated by any PERMITTEE or the Management Committee upon request. The governing body of the Program Manager, at its discretion, may delegate authority to execute agreements and contracts approved by the Management Committee, to a designated employee. Notice of any such delegation of authority shall be provided to the Management Committee.
- 4.04 The Program Manager may request, as part of the annual Program Budget, reimbursement for reasonable and customary costs incurred in providing the services described hereunder. Reimbursement to the Program Manager shall be subject to Management Committee review and approval as part of the Program Budget.
- 4.05 AGENCY shall serve as the initial Program Manager for the Program.
- 4.06 AGENCY may withdraw as the Program Manager upon the provision of ninety

days' (90) days written notice to the Management Committee. The Management Committee may select a new Program Manager upon the provision of ninety days (90) written notice to AGENCY. In either event the Management Committee will act within the ninety-day period to determine the disposition of funds remaining in the Program Budget fund.

- 4.07 In the event that the Program Manager withdraws from the Program or from providing Program Manager services to the Program, or in the event that the Management Committee wishes to select a new Program Manager, another PERMITTEE may serve as a successor Program Manager. Any PERMITTEE willing to serve as successor Program Manager may be nominated by another PERMITTEE. Selection of a Program Manager must be by majority vote of the Management Committee.

Section 5. Additional Rights and Duties of the PARTIES

- 5.01 In addition to the participation in the Management Committee, the PERMITTEES accept and agree to perform the following duties:
1. Each will comply with the NPDES Permit conditions that apply within its jurisdictional boundaries;
 2. Each will participate in Management Committee meetings and other required meetings of the PERMITTEES ;
 3. Each will implement its Community-Specific Program;
 4. Each will provide certain agreed upon reports to the Program for purposes of reporting, on a joint basis, compliance with applicable provisions of the NPDES Permit and the status of Program implementation; and,
 5. Each will individually address inter-agency issues, agreements or other cooperative efforts.
 6. Each will only be responsible for performing the duties listed above for and on behalf of its own jurisdiction.
- 5.02 This Agreement does not restrict the PERMITTEES from the ability to individually (or collectively) request NPDES Permit modifications and/or initiate NPDES Permit appeals for permit provisions to the extent that a provision affects an individual party (or group of PERMITTEES); however, any such PERMITTEE (or PERMITTEES) shall provide a minimum of 30-days written advance notice of their action to the other PARTIES and allow them to comment upon or join in their action before proceeding.

Section 6. Term of Agreement

- 6.01 The term of this Agreement shall commence on the date the last duly authorized representative of the PARTIES executes it.
- 6.02 This Agreement shall terminate upon the expiration of the first NPDES Phase 2 storm water permit that is issued to the PERMITTEES, unless this term is extended by the PARTIES.
- 6.03 Any PARTY may terminate its participation in this Agreement by giving the Management Committee at least a thirty (30) day written notice. If a PERMITTEE terminates its participation, the terminating PERMITTEE will bear the full responsibility for its compliance with the NPDES Permit commencing on the date it terminates its participation, including its compliance with both Community-Specific and Program-wide responsibilities. Unless the termination is scheduled to be effective at the close of the fiscal year in which the notice is given, termination shall constitute forfeiture of all of the terminating PERMITTEE'S share of the Program Budget, for the fiscal year in which the termination occurred (both paid and obligated, but unpaid, amounts). In addition, unless notice of termination is provided at least ninety (90) days prior to the date established by the Management Committee for approval of the budget for the succeeding fiscal year, termination shall constitute forfeiture of all of the terminating PERMITTEE'S share of any unexpended, unencumbered funds remaining from all previous fiscal years. The cost allocations for the remaining PERMITTEES may be recalculated for the following fiscal year by the PARTIES without the withdrawing PERMITTEE'S participation.

Section 7. General Provisions

- 7.01 This Agreement supersedes any prior agreement among the PARTIES regarding the Program, but does not supersede any other agreements between any of the PARTIES.
- 7.02 This Agreement may be amended only by unanimous written agreement of the PARTIES. All PARTIES agree to bring any proposed amendment to this Agreement to their Council or Board, as applicable, within two (2) months following acceptance of the proposed amendment by the Management Committee.
- 7.03 This Agreement may be executed and delivered in any number of copies ("counterpart") by the PARTIES, including by means of facsimile. When each PARTY has signed and delivered at least one (1) counterpart to the Program Manager, each counterpart shall be deemed an original and, taken together, shall constitute one and the same Agreement, which shall be binding and effective as to the PARTIES hereto.
- 7.04 No PARTY shall, by entering into this Agreement, participating in the Management Committee, or agreeing to serve as Program Manager, and/or Program Attorney, assume or be deemed to assume responsibility for any other PARTY in complying with the requirements of the NPDES Permit. This Agreement is intended solely for the convenience and benefit of the PARTIES

hereto and shall not be deemed to be for the benefit of any third party and may not be enforced by any third party, including, but not limited to, the EPA, the SWRCB, and the RWQCB-CCB, or any person acting on their behalf or in their stead.

7.05 In lieu of and notwithstanding the pro rata risk allocation which might otherwise be imposed between the PARTIES pursuant to Government Code Section 895.6, the PARTIES agree that all losses or liabilities incurred by a PARTY shall not be shared pro rata, but instead, the PARTIES agree that pursuant to the Government Code Section 895.4, each of the PARTIES hereto shall fully defend, indemnify and hold harmless each of the other PARTIES from any claim, expense or cost, damage or liability imposed for injury (as defined by Government Code Section 810.8) occurring by reason of the negligent acts or omissions or willful misconduct of the indemnifying PARTY, its officers, agents, or employees, under or in connection with or arising from any work, authority, or action taken under this Agreement, including but not limited to any non-compliance by a PARTY with its obligations under the Program NPDES Permit. No PARTY, nor any officer, Councilmember, Board member, employee or agent thereof shall be responsible for any damage or liability incurred by reason of the negligent acts or omissions or willful misconduct of the other PARTIES hereto, their officers, Councilmembers, Board members, employees or agents under or in connection with or arising from any work, authority or actions taken under this Agreement, including but not limited to any non-compliance by a PARTY with its obligations under the Program NPDES Permit.

7.06 In the event that suit shall be brought by any party to this contract, the PARTIES agree that venue shall be exclusively vested in the state courts of the County of Monterey, or, if brought in federal court, in the United States District Court handling matters arising in Monterey County. Further, the prevailing PARTY or PARTIES shall be entitled to reasonable attorney fees and costs.

IN WITNESS WHEREOF, the PARTIES hereto have executed this Agreement as of the dates shown below

MONTEREY REGIONAL WATER POLLUTION CONTROL AGENCY, a Joint Powers Authority and public agency of the State of California

Date: _____

APPROVED AS TO FORM:

By: _____
Chair, Board of Directors

By: _____
Legal Counsel

By: _____
General Manager

ATTEST:

Date: _____

By: _____

CITY OF _____, a public entity of the State of California

Date: _____

By: _____
Name, Mayor

By: _____
Name, City Manager

APPROVED AS TO FORM:

By: _____
Legal Counsel

ATTEST:

Date: _____

By: _____

EXHIBIT “A”

BYLAWS

Bylaws

1. **Representation:** Representation from each PERMITTEE will be their Public Works Director, or his/her designee, and if that person is unable to attend, he or she will notify the PARTIES in advance by email naming their designated alternate representative for that meeting.
2. **Voting:** Each PERMITTEE shall have one vote, provided that any PERMITTEE can call for a weighted vote on any issue. Weighting will be on a population basis, using the populations and numbers of votes shown in the attached Table. This Table may be periodically updated by formal action of the Management Committee. Updating will normally be done when updated population figures are published by the U.S. Census Bureau, or when other updated population figures are published and formally accepted by each of the PERMITTEES. Weighted voting would be conducted as follows: If a weighted vote is called, each PERMITTEE will have the number of votes shown in the table below.

Table of Populations and Votes for Use in Weighted Voting

ENTITY	APPROXIMATE POPULATION WITHIN AREA TO BE COVERED BY STORMWATER PERMIT	NUMBER OF VOTES
Pacific Grove	15,522	7.8
Monterey	29,674	14.8
Seaside	31,696	15.8
Sand City	261	1.0
Marina	21,014	10.5
Carmel	4,081	2.0
Del Rey Oaks	1,650	1.0
County of Monterey	17,213	8.6
Pebble Beach Company	4,531	2.3
TOTAL	125,642	63.80

Note: One vote shall be provided for each 2,000 person increment of population, except that each entity shall have a minimum of one vote, even if its population is less than 2,000.

3. **Meeting Schedule:** Meetings will normally be at 2:00 p.m. at the Program Manager's offices on the fourth Wednesday of each month, unless changed by the Management Committee.
4. **Starting Time:** Meetings will start promptly at the designated starting time. Any PARTY

representative that knows he/she will be unable to attend, or will be late, will notify the Chairperson, so as not to delay starting the meeting.

5. **Future Members:** If additional entities wish to join with the other PARTIES by entering into this Agreement and participating in the Program, the PARTIES will determine an appropriate method of calculating a “buy-in” cost to be paid by the new entity wishing to become a member. This buy-in cost shall at a minimum include:
 - a. The full amount the new entity would have paid, if it had entered into the “Interim Memorandum of Agreement Regarding Development of a Regional Storm Water NPDES Permit” as of July 1, 2001, and,
 - b. An amount to account for the delay in making payment, calculated using the Consumer Price Index or some other method deemed appropriate by the Participants Group.

EXHIBIT “B”

BUDGET AND COST-SHARING

Budget and Cost-Sharing

Prior to the start of each fiscal year, the Program Manager will prepare a Draft Budget and submit it to the Management Committee for its review. The Draft Budget will include a proposed approach for allocation of costs(cost-sharing) to each PERMITTEE. The Program Manager will revise the Draft Budget to address concerns and comments from the Management Committee, and the Management Committee will then approve and adopt a Final Budget for the fiscal year.

The Program Manager and the PERMITTEES recognize that the budget will be based on estimated costs , and that actual costs may differ from the budgeted amounts. If it appears that costs will exceed the budgeted amounts, the Program Manager will notify the Management Committee before incurring costs in excess of the budgeted amounts. If the Management Committee determines that it is appropriate to have the Program Manager incur additional costs above the budgeted amounts, the Program Manager will prepare a budget revision request and send it to the Management Committee to obtain the Committee's approval to increase the budget. Only after receiving the Management Committee's written approval to increase the budget will the Program Manager incur costs in excess of the budgeted amounts. If there are unspent funds left at the end of the fiscal year, the Program Manager will return to each PARTY the unspent portion of that PARTY'S payment , as described in Section 3 "Program Budget."

The Program Manager will establish a separate job-cost code in its accounting system, to which hours spent, and out-of-pocket costs directly related to, performing work as the Program Manager will be charged. The Program Manager will send quarterly reports to the Management Committee summarizing the work the Program Manager has performed during that quarter, the total costs of that work, and the portion of the cost allocated to each PERMITTEE . The portion of the cost allocated to the PERMITTEE will be calculated in accordance with the cost-sharing approach specified in the adopted Final Budget.

The costs for AGENCY's services as the Program Manager will consist of both direct and indirect costs. Direct costs are costs which can be tracked through time cards, invoices, record keeping systems, and other records that specifically allocate a cost to these services. Indirect costs are all other costs incurred by AGENCY in order to perform its duties as the Program Manager. Examples of the types of indirect costs that AGENCY is likely to incur are described below.

Indirect Costs

Indirect costs are defined as a cost item that cannot be identified specifically with a single cost objective in an economically feasible manner.

For the costs covered by this Agreement, indirect costs will be charged at 10% of all other direct costs.

The following are the types of indirect costs expected to be incurred in carrying out Program activities:

- Use of AGENCY financial and data processing system including network (hardware and software), and specific financial hardware (printers/modems) and software. Costs include depreciation as well as internal and external maintenance, service agreements, software support, and payroll processing.
- The use of supplies and/or services that are not feasible or not cost-effective to segregate, such as disposables, shared office supplies, forms, paper, and postage.
- Purchasing services including purchasing staff time seeking bids, communicating with vendors, preparing requisitions, and purchase orders.
- Use of existing office equipment (copiers, fax machines, calculators, typewriters, computers) and their related repair, supplies, and maintenance.
- Centralized telephone system and use of AGENCY cellular phones.
- AGENCY Administration building costs (use, utilities, insurance).
- Administrative services including agency-wide training programs (such as safety, sexual harassment), employee assistance program, and general office support.
- Use of upper level AGENCY staff for overall coordination, management and support of storm water permitting activities.

EXHIBIT “C”

DUTIES OF THE PROGRAM MANAGER

Duties of the Program Manager

The **Program Manager** will perform duties (referred to as Tasks) including, but not limited to, the following:

- Task 1.** Arranging for and conducting meetings of the Management Committee, including preparation of agenda materials and meeting minutes.
- Task 2.** Preparing draft documents for review, editing, and finalization by the Management Committee.
- Task 3.** Coordination with RWQCB and SWRCB on Phase 2 storm water permitting issues.
- Task 4.** Researching and reporting on various topics of interest to the Management Committee.
- Task 5.** Contracting with, and managing the work of, outside consultants to perform related work, if deemed necessary and appropriate by the Management Committee.
- Task 6.** Preparing the permit application.
- Task 7.** Preparing the Annual Report(s) required by the Permit, and other permit-related reports and documents, other than those that are to be prepared by the individual PERMITTEES.
- Task 8.** Other activities as requested by the Management Committee.

Appendix C

**State General Permit Waste Discharge Requirements
for
Storm Water Discharges
from
Small Municipal Separate Storm Sewer Systems (MS4s)
(General Permit)**

Note: This document can be viewed and printed from the following website:

http://www.swrcb.ca.gov/stormwtr/docs/final_ms4_permit.pdf

Appendix D

Glossary of Terms and Acronyms

Glossary of Terms and Acronyms

Best Management Practices (BMPs) - Best management practices means schedules of activities, prohibitions of practices, maintenance procedures, and other management practices to prevent or reduce the pollution of ‘waters of the United States.’ BMPs also include treatment requirements, operating procedures, and practices to control plant site runoff, spillage or leaks, sludge or waste disposal, or drainage from raw material storage.

Clean Water Act (CWA) - In 1972, the U.S. Congress adopted the Federal Water Pollution Control Act which created a comprehensive set of regulations for the protection of water quality throughout the United States. This legislation, which has been amended several times, has become more commonly referred to as the Clean Water Act. It is under this legislation that the EPA has put into place the Phase I and Phase II storm water NPDES programs.

Code of Federal Regulations (CFR) – The codified compilation of Federal Regulations covering a wide range of issues. The Phase I and Phase II storm water regulations are contained within the CFRs.

Coordinating Entities – Entities which have indicated their desire and intent to coordinate certain of their individual SWMP activities with those of the MRSWMP, and which have formalized this coordination arrangement through the execution of Letters of Understanding with the Management Committee that provides overall management of the of the MRSWMP. As of the date of submission of this MRSWMP, the Coordinating Entities include the Monterey Peninsula Unified School District, the Pacific Grove Unified School District, the Carmel Unified School District, and the Pebble Beach Company. A Letter of Understanding for this purpose with the City of Carmel-by-the-Sea was also pending execution at the time of submittal of this MRSWMP. Coordinating Entities are discussed in Section 3 of this MRSWMP.

Environmental Protection Agency (EPA) – The U.S. government agency responsible for protection of the environment, and which develops and administers the storm water program regulations.

General Permit – The State’s NPDES permit that regulates storm water discharges from Small MS4s. The General Permit requires regulated Small MS4s (Permittees) to develop and implement a Storm Water Management Program (SWMP) designed to reduce the discharge of pollutants to the Maximum Extent Practicable (MEP) and to protect water quality. The main goal of the General Permit is to require the development and implementation of a program that takes an interdisciplinary approach to storm water. The intent is that through such an approach, storm water quality impacts will be considered in all aspects of a municipality’s activities and that multiple departments within the municipality will work together to implement storm water BMPs.

Maximum Extent Practicable (MEP) – The standard for implementation of storm water management programs to reduce pollutants in storm water. CWA § 402(p)(3)(B)(iii) requires that municipal permits “shall require controls to reduce the discharge of pollutants to the maximum extent practicable, including management practices, control techniques and system,

design and engineering methods, and such other provisions as the Administrator or the State determines appropriate for the control of such pollutants.” MEP is generally a result of emphasizing pollution prevention and source control best management practices (BMPs) primarily (as the first line of defense) in combination with treatment methods serving as a backup (additional line of defense). The MEP approach is an ever evolving, flexible and advancing concept, which considers technical and economic feasibility. As knowledge about controlling urban runoff continues to evolve, so does that which constitutes MEP. The way in which MEP is met varies between communities. The individual and collective activities elucidated in their Storm Water Management Program becomes their proposal for reducing or eliminating pollutants in storm water to the MEP.

Measurable Goal - Measurable goals are definable tasks or accomplishments that are associated with implementing best management practices.

Minimum Control Measure - A minimum control measure is a storm water program area that must be addressed (best management practices implemented to accomplish the program goal) by all regulated Small MS4s. The following six minimum control measures are required to be addressed by the regulated Small MS4s: Public Education and Outreach on storm Water Impacts, Public Involvement/Participation, Illicit Discharge Detection and Elimination, Construction Site Storm Water Runoff Control, Post-Construction Storm Water Management in New Development and Redevelopment, and Pollution Prevention/Good Housekeeping for Municipal Operations.

Model Urban Runoff Program (MURP) – The Model Urban Runoff Program (MURP) was completed in July of 1998. MURP is a comprehensive how-to guide developed for local governments to address the issues of polluted runoff in the urban environment. The MURP provides options to help small municipalities develop their own urban runoff program for the Phase II process. The guide incorporates the essential elements of a strong urban runoff program with examples of ordinances, best management practices, illicit connections, new development and redevelopment, commercial and industrial facilities, reporting forms and an education and outreach program. The MURP was prepared by the City of Monterey, City of Santa Cruz, MBNMS, California Coastal Commission, Association of Monterey Bay Area Governments (AMBAG), Woodward-Clyde Consultants, and the Central Coast Regional Water Quality Control Board with money from a State 319 (h) grant. Many other local municipal agencies acted as peer reviewers throughout the development of the MURP through semi-annual meetings of the AMBAG Stormwater Task Force, now known as the Monterey Bay Stormwater Information Exchange.

Monterey Regional Storm Water Management Program (MRSWMP) – The Storm Water Management Program for the Participating Entities.

Monterey Regional Water Pollution Control Agency (MRWPCA) – The regional agency that provides wastewater treatment and disposal services to 12 entities in the sewered portions of northern Monterey County. MRWPCA is serving as the Program Manager for the MRSWMP, and acting as the Lead Agency as defined by the SWRCB in the NOIs contained in Appendix A to this MRSWMP.

MS4 Administration - The person or persons within each of the Participating Entity’s organizations that are working on their entity’s compliance efforts to fulfill their BMPs and MGs

as set forth in the MRSWMP.

MRSWMP Group - The group comprised of representatives of all of the Participating Entities, working together as a team. This group meets as the Management Committee, established under the Memorandum of Agreement for the Monterey Regional Storm Water Pollution Prevention Program (described in Section 3 of this MRSWMP).

NPDES- National Pollutant Discharge Elimination System. Under this program the EPA issues permits under Section 402 of the federal Clean Water Act. The Regional Water Quality Control Boards in California have been delegated the authority to issue and administer the Phase I and Phase II storm water NPDES permits.

New Development- means land disturbing activities; structural development, including construction or installation of a building or structure, creation of impervious surfaces; and land subdivision.

Offsite Facility - An offsite facility is a geographically non-adjacent or discontinuous site that serves, or is secondary to, the primary facility and has the same owner as the primary facility. Storm water discharges from an offsite facility must be permitted if it meets the definition of a regulated Small MS4 itself. The offsite facility may satisfy this permitting requirement if the SWMP of the primary facility addresses the offsite facility, such that the permitted area of the primary facility includes the offsite area.

Outfall - A point source at the point where a municipal separate storm sewer discharges to waters of the United States and does not include open conveyances connecting two municipal separate storm sewers, or pipes, tunnels or other conveyances which connect segments of the same stream or other waters of the United States and are used to convey waters of the United States. (40 CFR §122.26(b)(9))

Participating Entities – The entities that are parties to the Memorandum of Agreement for the Monterey Regional Storm Water Pollution Prevention Program, and which are participants in the MRSWMP. As of the date of submission of this MRSWMP, the Participating Entities were the Cities of Pacific Grove, Monterey, Seaside, Sand City, Del Rey Oaks, and Marina, and the County of Monterey. Participating Entities are discussed in Section 3 of this MRSWMP.

Phase I and Phase II NPDES Programs – The two phases of EPA’s storm water regulations. The Phase I regulations apply to municipal separate storm sewer systems (MS4s) generally serving populations of 100,000 or greater, construction activity disturbing 5 acres of land or greater, and ten categories of industrial activity. The Phase II regulations apply to MS4s serving smaller populations within “urbanized areas” as defined by the U.S. Census Bureau, and construction activity disturbing 1 acres of land or greater..

Point Source - Any discernible, confined, and discrete conveyance, including but not limited to, any pipe, ditch, channel, tunnel, conduit, well, discrete fissure, container, rolling stock, concentrated animal feeding operation, landfill leachate collection system, vessel or other floating craft from which pollutants are or may be discharged. This term does not include return flows from irrigated agriculture or agricultural storm water runoff. (40 CFR §122.2)

Redevelopment - means, on an already developed site, the creation or addition of at least 5,000 square feet of impervious surface. Redevelopment includes, but is not limited to: the expansion of a building footprint or addition or replacement of a structure; structural development including an increase in gross floor area and/ or exterior construction or remodeling; replacement of impervious surface that is not part of a routine maintenance activity; and land disturbing activities related with structural or impervious surfaces. Where redevelopment results in an increase of less than fifty percent of the impervious surfaces of a previously existing development, and the existing development was not subject to these Design Standards, the Design Standards apply only to the addition, and not to the entire development.

Regional Water Quality Control Board – The division of the SWRCB that administers and enforces water quality regulations within its region of the state. There are nine RWQCBs. The Monterey Bay area is within Region 3, which is called the Central Coastal Basin RWQCB. The RWQCBs and their staff will oversee the State General Permit for the Phase II regulations. As appropriate, they will review SWMPs and reports, require modification to SWMPs and other submissions, impose region-specific monitoring requirements, conduct inspections, and take enforcement actions against violators of the General Permit.

Regulated Small MS4 - A regulated Small MS4 is a Small MS4 that is required to be permitted for discharging storm water through its MS4 to waters of the U.S., and is designated either automatically by the U.S. EPA because it is located within an urbanized area, or designated by the SWRCB or RWQCB in accordance with the designation criteria listed at Finding 11 of the General Permit.

Separate Implementing Entity (SIE) - A Separate Implementing Entity is an entity, such as a municipality, agency, or special district, other than the entity in question, that implements parts or all of a storm water program for a Permittee. The SIE may also be permitted under 40 CFR Part 122. Arrangements of one entity implementing a program for another entity is subject to approval by the Regional Water Quality Control Board Executive Officer.

Small Municipal Separate Storm Sewer System (Small MS4) - A conveyance or system of conveyances (including roads with drainage systems, municipal streets, catch basins, curbs, gutters, ditches, man-made channels, or storm drains) that are: (i) Owned or operated by the United States, a State, city, town, boroughs, county, parish, district, association, or other public body (created by or pursuant to State law) having jurisdiction over disposal of sewage, industrial wastes, storm water, or other wastes, including special districts under State law such as a sewer district, flood control district or drainage district, or similar entity, or an Indian tribe or an authorized Indian tribal organization, or designated and approved management agency under section 208 of the CWA that discharges to waters of the United States. (ii) Not defined as “large” or “medium” municipal separate storm sewer systems (iii) This term includes systems similar to separate storm sewer systems in municipalities, such as systems at military bases, large hospital or prison complexes, and highways and other thoroughfares. The term does not include separate storm sewers in very discrete areas, such as individual buildings. (40 CFR §122.26(b)(16))

Source Control BMP - means any schedules of activities, prohibitions of practices, maintenance procedures, managerial practices or operational practices that aim to prevent storm water pollution by reducing the potential for contamination at the source of pollution.

State Water Resources Control Board – The branch of State government responsible for protection of water quality, and which develops and implements policies for this purpose. The SWRCB developed the General Permit for use by entities that must be permitted under the Phase II storm water regulations.

Stormwater - Precipitation that does not infiltrate into the soil including material dissolved or suspended in it.

Storm Water Management Program (SWMP) – A program that meets all the requirements of Section D of the State’s General Permit (contained in Appendix C) The SWMP shall reduce the discharge of pollutants from the regulated Small MS4 to the MEP and shall protect water quality. The SWMP shall serve as the framework for identification, assignment, and implementation of control measures/BMPs. The SWMP shall be revised to incorporate any new or modified BMPs or measurable goals developed through the Permittee’s annual reporting process. The SWMP must describe the BMPs, and associated measurable goals that will fulfill the requirements of the six Minimum Control Measures described in Sections 2 and 4 of the MRSWMP. The SWMP must identify the measurable goals for each of the BMPs, including, as appropriate, the months and years for scheduled actions, including interim milestones and the frequency of the action.

Structural BMP - means any structural facility designed and constructed to mitigate the adverse impacts of storm water and urban runoff pollution (e.g. canopy, structural enclosure). The category may include both Treatment Control BMPs and Source Control BMPs.

Treatment - means the application of engineered systems that use physical, chemical, or biological processes to remove pollutants. Such processes include, but are not limited to, filtration, gravity settling, media adsorption, biodegradation, biological uptake, chemical oxidation and UV radiation.

Treatment Control BMP - means any engineered system designed to remove pollutants by simple gravity settling of particulate pollutants, filtration, biological uptake, media adsorption or any other physical, biological, or chemical process.

Appendix E

BMP SUPPORTING MATERIALS

BMP NO.	TOPIC	PAGE
1-1.a	Public Education and Outreach Program	E-1
2-1.a through 2-3.a	Public Participation and Involvement Program	E-18
3-1.c	Protocol for handling reports of illicit discharges	E-23
3-2.a and 3-2.b	Storm drain outfall map	E-27
3-3.b	Inventory of Attachment 4 businesses to be inspected	E-29
	Business inspection checklists:	
3-3.b	Gasoline Stations	E-48
3-3.b	Food Service Facilities	E-50
3-3.b	Vehicle Service Facilities	E-53
3-3.d	Protocol for taking action against violators	E-60
3-4.a	Guidance document pertaining to illicit connections and illegal discharges	E-61
3-4.a	Model storm water ordinance	E-65
3-4.a	BMP Guidance Series	E-79
3-5.a	Inventory of campgrounds, RV parks, and boat marinas	E-100
	Inspection checklists:	
3-5.a	Boat Marinas	E-101
3-5.a	RV Parks	E-104
3-6.a	Public Education and Outreach Program	E-1
4-1.a	Guidance document pertaining to construction sites	E-106
4-1.a	Model storm water ordinance	E-65
4-1.a	BMP Guidance Series (for construction sites)	E-80
4-2.a	Construction site plan review and inspection procedures	E-108
4-2.b	Construction site plan review and inspection procedures	E-108
4-3.a	Construction site plan review and inspection procedures	E-108
4-3.a	Inspection checklist for construction sites	E-110
4-3.b	Inspection checklist for construction sites	E-110
4-3.b	Protocol for taking action against violators	E-60
4-4.a	Protocol for handling reports of illicit discharges	E-23
4-4.b	Public Education and Outreach Program	E-1
5-1.a	Guidance document pertaining to New Development and Redevelopment	E-115

BMP NO.	TOPIC	PAGE
5-1.a	Model storm water ordinance	E-65
5-1.a	BMP Guidance Series (for New Development and Redevelopment)	E-84
5-2.a	Development projects plan review and inspection procedures	E-116
5-2.b	Development projects plan review and inspection procedures	E-116
5-3.a	Post-construction site inspection checklist	E-120
5-3.a	BMP Guidance Series (for New Development and Redevelopment)	E-84
5-3.b	Protocol for taking action against violators	E-60
6-2.a	Hazardous materials inspection forms	E-122
6-3.a and 6-3.b	Procedures for disposal of used motor oil and filters	E-145
6-4.a	Irrigation runoff control procedures	E-151
6-5.a	Procedures for disposal of swimming pool water	E-152
	Street sweeping programs:	
6-6.a	City of Pacific Grove	E-155
6-6.a	City of Monterey	E-156
6-6.a	City of Seaside	E-160
6-6.a	City of Sand City	E-161
6-6.a	City of Del Rey Oaks	E-163
6-6.a	City of Marina	E-164
6-6.a	County of Monterey	E-165
6-7.d	Inspection checklist for Vehicle Service Facilities	E-53
6-8.e	Vehicle washing procedures	E-57

Monterey Regional Storm Water Management Program

Public Education and Outreach Program

For Fiscal Year 2004-2005

Background

Urban runoff is one of the leading causes of pollution across the nation. Understanding the importance of pollution prevention is critical to every community. Educating the general public and targeted audiences about the impacts of storm water and specific behaviors they can implement to protect water quality is the goal of this regional Public Education and Outreach Program (hereinafter referred to as simply the “Program”).

This Program incorporates elements that small municipalities are required to address through the National Pollutant Discharge Elimination System (NPDES) Phase II permit process under the federal Clean Water Act.

The Monterey Regional Storm Water Pollution Prevention Program (MRSWPPP) is being developed and implemented by nine entities including the County of Monterey, the Pebble Beach Company, and the cities of Carmel, Del Rey Oaks, Marina, Monterey, Pacific Grove, Sand City, and Seaside. Each of these entities has submitted a Notice of Intent to comply with the State of California’s National Pollutant Discharge Elimination System General Permit No. CAS000004 “Waste Discharge Requirements for Storm Water Discharges from Small Municipal Separate Storm Sewer Systems.” Within the context of the Memorandum of Agreement that created the MRSWPPP, these agencies have formed a Management Committee to develop a unified program that can be implemented regionwide.

A Management Committee comprised of representatives from each of these nine entities administers the MRSWPPP, and the Monterey Regional Water Pollution Control Agency (MRWPCA) serves as their Program Manager. All of the entities are located next to or in close proximity to the Monterey Bay National Marine Sanctuary (MBNMS), the nation’s largest marine Sanctuary, which encompasses over 5,300 square miles of ocean along the California Central Coast.

As noted under the heading “Coordinating Entities” in Section 3 of this MRSWMP, the Pacific Grove Unified School District, the Monterey Peninsula Unified School District, and the Carmel Unified School District are also participating with the MRSWMP entities in this MRSWMP Public Education and Outreach Program. Each of these school districts has prepared its own Storm Water Management Program, and is relying on this Public Education and Outreach Program to fulfill some of their BMPs and Measurable Goals for Minimum Control Measure No. 1.

Introduction

The Participating Entities under the MRSWPPP collectively support the Program, which is one of six major components of the Monterey Regional Storm Water Management Plan (MRSWMP). The Regional Permit Group began meeting in March of 2000 to study the

feasibility of having a unified program and to develop the framework for this group. Over the past two years the Management Committee has met once a month to develop the program and to select Best Management Practices (BMP's) to be included in the MRSWMP. Public Education and Outreach BMPs 1-1.a and 1-1.b are intended to educate the public about the causes of storm water pollution and the things they can do to reduce this pollution, such as "...reducing pollution from lawn and gardening activities, improper disposal of household hazardous wastes, illegal disposal activities, pet wastes, improper handling and disposal of trash, restaurant activities, and automotive activities."

The Measurable Goal for BMP 1-1.a consists of developing this Program, with measurable goals, and implementing the Program by the end of Year 1 of the five year permit term. The Program is detailed in the following pages and addresses strategies for addressing the activities described in the BMP Intent for this BMP. The Measurable Goal for BMP 1-1.b states that the Program will be reviewed and revised during Years 2 through 5 of the permit term, based on public input and experience gained while conducting the Program.

The Program will deliver consistent storm water pollution prevention messages through a variety of strategies intended to build upon existing programs, implement new activities, and to reach a broad audience. These strategies include but are not limited to: distributing brochures and educational materials such as posters and coloring books, school outreach with hands-on tools, restaurant outreach, safe pesticide alternatives outreach in garden/hardware stores, radio ads, bus ads, movie theatre preview slides, print ads, hands-on traveling storm drain exhibit, and public outreach events.

In order to build public awareness the Program Coordinator will provide continuity to the education program by using existing educational brochures, posters, radio ads, bus and movie ads, and partnering with existing local, state, and federal entities, agencies, and organizations to implement the Program.

Over time it is anticipated that the Program will influence and change public behavior, and thereby help to reduce and prevent storm water pollution. It will take persistence, consistency, and a creative educational program approach to reach targeted sectors of the community.

Several of the printed educational materials and components to be used in the Program were developed or adapted for the Model Urban Runoff Program (MURP) which was completed in July of 1998. MURP is a comprehensive how-to guide developed for local governments to address the issues of polluted runoff in the urban environment. The MURP provides options to help small municipalities develop their own urban runoff program for the Phase II process. The guide incorporates the essential elements of a strong urban runoff program with examples of ordinances, best management practices, illicit connections, new development and redevelopment, commercial and industrial facilities, reporting forms and an education and outreach program. The MURP was prepared by the City of Monterey, City of Santa Cruz, MBNMS, California Coastal Commission, Association of Monterey Bay Area Governments (AMBAG), Woodward-Clyde Consultants, and the Central Coast Regional Water Quality Control Board with money from a State 319 (h) grant. Many other local municipal agencies acted as peer reviewers throughout the development of the MURP through semi-annual meetings of the AMBAG Stormwater Task Force, now known as the Monterey Bay Stormwater Information Exchange.

Since the completion of MURP in 1998, many of the Participating Entities have used some or all of the bilingual education pieces adapted for MURP. Those education materials serve as the foundation for this Program. Local entities have continued to build upon their storm water

education programs and public involvement programs in partnership with the Monterey Bay National Marine Sanctuary. The foundation pieces of MURP will be used and built upon to give a regional and recognizable look to the Program. Other local entities using MURP educational materials include

Existing bilingual educational materials are:

Award Winning “Dirty Word” radio spots - These public service announcements (PSA’s) focus on urban runoff in a creative way and target the general public. This was the winner of the Sacramento gold Addy Award 2000 for best bilingual PSA in Central California. The “Dirty Words” that have already been recorded include: Storm Drains First Flush, Used Motor Oil, and Cigarette Butts. Funding for development of the radio ads was provided by the Monterey Bay National Marine Sanctuary. Over the past four years, ongoing airtime in the Monterey region has been funded by the Monterey Bay National Marine Sanctuary, and the Cities of Monterey, Santa Cruz, Watsonville, Carmel and Pacific Grove.



Storm Drain Poster – Thanks to the generosity of the city of Los Angeles. This depicts marine life with dolphins, otters and fish below the storm drain. This is one of the most popular print pieces for businesses, schools, and outreach events. This education piece effectively gets the message of “Make the Connection” between human activities and behaviors on land and the direct effect on the marine environment. The City of Los Angeles provided the original artwork, and the Monterey Bay National Marine Sanctuary and the City of Monterey have continued to fund print runs over the past seven years.

Bus Ad / Movie Slide - the beautiful storm drain poster has been adapted for bus ads and movie theatre preview slides. Both mediums reach out to the general public and are a cost-effective means of getting the message out.

Restaurant BMP Outreach Poster - used to educate restaurant employees about reducing storm drain pollution. Adapted from the City of Los Angeles. This is given to food service businesses to be posted in employee areas as an awareness tool.

Restaurant Outreach video “Make The Connection” (7min) - used as outreach tool for restaurant staff on how to reduce urban runoff from mat washing, etc. and follows along with the BMP’s depicted on the restaurant poster. The video is seven minutes in each language, English and Spanish.



Restaurant Outreach Survey- accompanies the video presentation and asks questions of the kitchen staff after viewing the video. This provides a measurement of the effectiveness of this outreach tool.

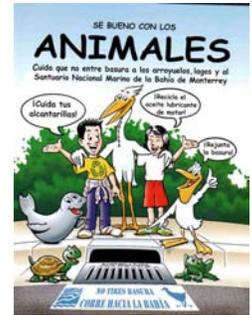
Automotive BMP Outreach Poster – adapted from the City of Los Angeles. Educates automotive employees about reducing storm drain pollution.



Monterey Bay Begins On Your Street Brochure – adapted from Humboldt County. This colorful fold out brochure is used as outreach for the general public, schools, businesses, and outreach events. It addresses urban runoff pollutants such as: pet waste, pesticides and fertilizers, motor oil, paint, erosion, antifreeze, and car washing. It offers storm drain pollution prevention techniques and offers household hazardous waste information, the nationwide 1-800-CLEANUP number and website,

city and county contact information, and MBNMS contact number.

“Be Kind To Animals” – adapted from the City of Watsonville for MBNMS and the City of Monterey. The coloring book focuses on storm drain pollution and how to prevent it. It is an excellent tool for distribution at schools and outreach events, and has the nationwide 1-800-CLEANUP number and website, which directs the public to the nearest household hazardous waste site.



Program Activities

1. Elementary School Outreach

Research has shown that targeting children is an effective way to educate the community. Children are natural teachers and enthusiastic about the environment and making a difference in their community.

The school education program will target students in grade levels 4-6 throughout the jurisdictions represented by this program. The Program Coordinator will make two visits to 24 schools for a total of 48 school visits which is 7.70% of the total education budget. With 24 schools visited per year and an estimated 20 students per class, approximately 480 children will be educated in the first year of the Program. Students will take the information home and share it with family, friends, and siblings. This expands the outreach to further the community education effort.

The Program Coordinator will partner with MBNMS, which has committed to providing a part-time educator, to visit an additional 24 schools. MBNMS is donating education time to the Program with no additional cost to the group. With this partnership and additional outreach hours, the Program will reach a total of approximately 960 students in the region each year.

In the “trickle-up” method of education, children often educate busy parents, siblings and friends about issues that concern or excite them. These young people will grow up to be voters, professionals and parents. By instilling an understanding of the direct effects of their individual behaviors and the value of community involvement at an early age, they will take this with them throughout adulthood.

Two presentations per classroom will be scheduled with individual teachers. School contacts will be supplied by MBNMS, MRWPCA’s Community Education Coordinator, and the County of Monterey’s list of schools. Recently, the Carmel Unified, Monterey Peninsula Unified, and Pacific Grove Unified School Districts expressed an interest in joining the regional group. This ensures that effort will not be duplicated in educating school children in our region. An additional benefit is that the often cumbersome coordination efforts of finding classrooms and teachers willing to allow classroom visits will be lessened. The member School Districts will be able to provide contacts and do much of the coordinating necessary to ensure a successful program.

The two classroom visits will be comprised of the following activities:

Classroom Visit 1: Students will be given a pre-evaluation survey with questions about basic storm water knowledge. The survey will ask questions about storm water and pollution prevention tips. Each student will be asked to fill out the survey and return it to the Program Coordinator. This will give us a baseline of the students’ prior knowledge of urban runoff and its

effect on the Sanctuary.

Following the survey, the students will be asked to identify the watershed closest to their school and asked where it leads. This will introduce the interactive hands-on Enviroscape model demonstration. The portable model represents a cityscape, which identifies pollution sources such as neighborhoods, construction, farming areas and agriculture fields. Students are invited to “pollute” the model using cocoa as motor oil, and various colors of powdered drink



mixes to represent pesticides, soil erosion, fertilizers, trash, pet waste, and detergents from car washing. Students simulate a rain storm by using spray bottles and watch as the pollutants flow off the streets and hillsides into the principle water body labeled as the Monterey Bay National Marine Sanctuary. This activity emphasizes the land and sea connection and allows students and teachers to visually understand that urban runoff flows to the Sanctuary.

Educational materials will be left with the teacher including a bilingual storm drain poster for the classroom, bilingual Monterey Bay Begins On Your Street brochures for each student to take home, and activities for the classroom to participate in after the Program Coordinator leaves.

Classroom Visit 2: The second visit to the classroom will take place within two weeks of the first visit. The purpose of this second visit is to reinforce the learning experience from visit #1 and apply it to the outdoor world. Students will explore their school area and look for storm drains located on or near the school grounds. As students explore the grounds they will pick up trash. This exercise will emphasize an action students can do everyday- keeping trash out of storm drains. If a creek or waterbody is within walking distance and accessible, the students will also visit the site a do a trash cleanup of the area.

The classroom teacher and students will be asked to adopt their school playground and routinely pick up trash and tabulate what they pick up. To further their involvement they will be invited to start or support a recycling program at their school, participate in storm drain stenciling, and take part in National Coastal Cleanup Day. Classrooms that consistently strive to make a difference in their school or neighborhood will be recognized by the Program through certificates and local press releases.



Following this outside activity students will be given a post-evaluation survey (the same survey as the pre-evaluation survey). This will measure the effectiveness of the two classroom visits. Information will be left with the teacher for follow up activities, along with a sheet of safer alternative pesticides for the home and garden which students can bring home to their parents.

Effectiveness will be measured by counting the number of student surveys and their responses to the questions before and after outreach. Survey responses will be collected from all the students, and the information tabulated and analyzed for the annual report. MBNMS and MRWPCA will be partners in distributing information to schools. The Program Coordinator will hand out a number of brochures and posters to each group and keep track of the total distribution of literature for school outreach.

2. Our Water Our World “OWOW” Displays

The *Our Water, Our World* promotion was developed in 1997 by San Francisco bay area clean

water agencies in response to pollution problems caused by two of the most commonly used residential pesticides, chlorpyrifos (Dursban) and diazinon. Both stormwater runoff and wastewater treatment plant discharge contain levels of these two pesticides high enough to kill organisms at the base of the aquatic food web. In fact, 85 waterbodies in California are listed by EPA as impaired due to diazinon. In the *Our Water, Our World* promotion, sponsoring agencies provide each participating store with fact sheets about managing common pests, along with an updated list of less toxic pest control products recommended for sale. The fact sheets describe less-toxic pest control methods that are acceptable alternatives to the program's two "target" pesticides.

Under a State Water Resources Control Board Section 319 grant funded in 2003, The Marin County Stormwater Pollution Prevention Program (MCSTOPPP) has taken the lead on implementing this program in Regional Board regions 1 through 3. This grant has made it possible to bring OWOW to 250 retail stores with the assistance of local coordinators. In our area, the Public Education coordinator is the main point of contact. The purpose is to educate and provide the public with less toxic integrated pest management alternatives (IPM). MCSTOPPP's goal is to have every county in California involved in OWOW to help reduce residential pesticide use in communities.

The OWOW display program comprises 1.79% of the total education budget. The Program Coordinator will be responsible for the upkeep and restocking of OWOW flyers and point-of-purchase (POP) tags in stores, and will act as the area contact for store owners. Additional duties include: update the OWOW website staff with information on behalf of the Management Committee, and coordinate with Marin County on all aspects of program.

Participating counties include: Alameda, Humboldt, Monterey, San Francisco, Santa Barbara, Solano, Contra Costa, Marin, Napa, San Luis Obispo, Santa Clara, Sonoma, Del Norte, Mendocino, San Benito, San Mateo, Santa Cruz, and Trinity.

The OWOW website www.ourwaterourworld.org has regional information for the public to access including household hazardous waste drop off centers and contact numbers for the different counties.

Through grant funds Marin county will continue to supply the bilingual fact sheets, shelf talkers, training manuals, and in-store training through March 2006. Marin will also continue to seek grant funds to keep costs down for all of the California counties participating in the program.

Marin County invested grant funds and labor to recruit eight nurseries in the area covered by the MRSWMP. Stores include: Long's – Marina, Cypress Gardens- Monterey, Griggs Nursery – Pacific Grove, Griggs Nursery- Carmel Valley, Brinton's – Carmel, Valley Hills Nursery- Carmel Valley, Ace Hardware – Castroville, Orchard Supply Hardware(OSH) – Sand City.

Each store has had a staff training in order to educate staff about alternative pesticide products. The trainer Annie Joseph, is a qualified consultant who previously worked for pesticide chemical companies. She is contracted by Marin County to provide staff trainings and training manuals, and place literature racks and POP information in each store in cooperation with store managements and staff.

Every garden store has POP shelf tags that direct the public to safer alternative products. In this way staff can help direct public to the marked POP alternatives and direct them to the

information available in the literature stands.

Literature racks with 14 colorful bilingual flyers are displayed in the garden and fertilizer areas of each nursery. The racks include the following flyers: Ants, Aphids, Yellow Jackets, Mosquitoes, Snails & Slugs, Healthy Lawns, Weeds, Wonderful Roses, Healthy Gardens, Use & Disposal of Pesticides, Preventing Pest Problems, Roaches, Spiders, and Fleas. The flyers have the MRSWMP participating entities listed with a contact phone number.

In November 2003, the *San Francisco Bay Area Pesticide Retail Store Survey* was completed. (http://www.ourwaterourworld.org/pub/ow/2003_Shelf_Survey.pdf) Funded by US EPA Region IX, and peer reviewed by the Bay Area Stormwater Management Agencies Association, the San Francisco Bay Area Regional Water Quality Control Board, and the California Department of Pesticide Regulation the study points to some very interesting facts. Bay Area direct phone surveys found that more than half of residential pesticide sales are from two chain stores- Home Depot and Orchard Supply Hardware. The study also found that Orchard Supply Hardware carries the widest variety of pesticide products with over 150. The benefits of implementing this program in these stores is actually two-fold: 1) a large number of consumers are reached by displays placed in these stores, and 2) stores that allow OWOW displays to be placed in their stores typically stock a much larger number of less toxic alternative products.

Over the past ten years, the Bay Area Stormwater Management Agencies Association and the California Stormwater Quality Association (formerly the California Storm Water Quality Task Force) have been very active both at the state and federal level on behalf of local agencies statewide, in issues related to organophosphate pesticides. While local government and others must deal with the effects of these pesticides on listed waterbodies through TMDL's, they have no direct authority to regulate pesticides or their use. Education is the only effective way to change people's behavior related to the use of pesticides, and this proven program is the best way to get the word out. One measure of the effectiveness of both this program and concentrated work by many Bay Area organizations with lawmakers at EPA headquarters in Washington, D.C. is the fact that diazinon and chlorpyrifos are both currently being phased out of production and sales for residential uses. This program will continue to evolve as new and different pest control products are introduced.

The measurable goals for this activity will be to keep track of the numbers and topics of flyers distributed in each store and totals will be tabulated for the annual report. It is unclear at this time if the group will be able to obtain sales information from the participating stores. If that information is available to the group, it will be used to help measure the overall effectiveness of the program.

3. Our Water Our World "OWOW" Outreach Events

The Program Coordinator will participate in a minimum of two "tabling" events at selected garden stores. This outreach method comprises 0.96% of the total education budget. Duties include: distributing press releases to garner attention for OWOW events, interacting with the public at events, and distributing information and magnets with the OWOW website.



Events will be scheduled in cooperation with store management in order to maximize the outreach effort. One example of a recent successful effort is OSH in Sand City which has "no sales tax" weekends two to three times per year in order to boost sales. We will attempt to schedule outreach tabling events to coincide with these weekends. One on one interaction with the public at these events has proven to be very successful in measuring immediate results. The day

to day interactions between store staff and customers is not easily measured, but one recent tabling event showed that one on one interaction on this topic was very effective. As many as 60 people at that event made a decision to buy a less toxic alternative than the one they had planned to purchase.

OSH serves many of the communities within the area covered by the MRSWMP and has a large amount of foot traffic. In addition to speaking with the public, colorful magnets with the OWOW website will be distributed to the public.

Measurable goals will include tabulating the number of people who purchase an alternative product, the name of the products purchased, comments on the program, and the number of magnets distributed. These numbers will be tabulated for the annual report.

4. Restaurant Training

The Program Coordinator will train the Resource Issue Education Specialist from MBNMS to fulfill this program aspect. This targeted outreach method comprises 0.84% of the total education budget. The Program Coordinator will accompany the Resource Issue Education Specialist on a minimum of four to five restaurant staff trainings. Following these initial staff trainings, the Resource Issue Education Specialist will continue the outreach in order to reach seventy-five restaurants in the first year. This outreach will target restaurants located within the area covered by the MRSWMP which are closest to watersheds and the Sanctuary.

To accompany the bilingual restaurant BMP poster adapted from the City of Los Angeles, a bilingual video was produced by the City of Monterey to address the same BMP's on the poster. It targets BMP's such as proper mat washing techniques, cleaning up spills and targets kitchen staff. Within the area covered by the MRSWMP many kitchen staff are Hispanic and speak little or no English.

The restaurant video was made in response to a survey taken of over 100 restaurant managers in the City of Monterey. The survey asked what tool would help them train their revolving staff about proper procedures to reduce urban runoff pollution. Many of the managers suggested a bilingual video that would address proper techniques that they could use for staff training.

Outreach is accomplished by making an appointment with the manager to bring the video to a meeting of the kitchen staff. The bilingual video is approximately seven minutes long in each language. The video depicts five proper BMP techniques to reduce urban runoff. Following the video a bilingual survey is given to each staff member. Upon completion the surveys are returned to the Program Coordinator. A bilingual poster for the kitchen and bilingual brochures "Monterey Begins On Your Street" are left with the manager to distribute.

The restaurant video is being used outside the area covered by the MRSWMP by the cities of Watsonville and Santa Barbara. The Clean Green Business Program modeled after Palo Alto's successful program is in its startup phase in Santa Cruz and Monterey Counties. Through print ads and media attention the program recognizes businesses that practice green methodologies such as: water and energy conservation, waste reduction, storm water pollution prevention techniques, and recycling. The program staff has expressed interest in using the restaurant video for this program.

Measurable goals include tabulating the number of restaurant staff reached through surveys and the number of posters, videos, and brochures distributed.

5. Bilingual Radio Ads

The Program Coordinator will book the award winning bilingual “Dirty Word” radio ads on selected radio stations. This outreach method will comprise 32.63% of the total education budget. Duties include: booking radio ads with each station, creating station promotions, literature distribution, and obtaining statistics on the number of people reached through each station.

Radio reaches the most people and *targeted audiences*, and is the most cost effective mass media for the number of persons reached. The top six radio stations have been selected due to the demographic audience they reach. Below is a chart of the number of persons listening five minutes or more, based on a two month period.

<u>Station</u>	<u>Persons Reached</u>	<u>Station Demographics</u>
KDON	82,400	Males & females 18-49: Largest signal on the central coast
KTOM	61,000	Males & females 20-50: country western station.
KCDU	59,200	Females 20-30
KWAV	55,200	Females 35-40: Popular station at workplace
KPIG	45,600	Mostly male audience / 400,000 hits per month on website
<u>KLOK/KSES</u>	<u>39,700</u>	<u>Largest Hispanic stations -reaches 6,500 people/15min.</u>

Total Outreach: @ 319,000 people over a two month period

The bilingual “Dirty Words” radio ad campaign focuses on storm drain pollution. Dirty Words has aired sporadically over the past four years with small funding sources, but never over a long time period due to lack of funds. In order to stretch out the run time of radio ads, they will be spread out over a few months and not run all at once over a two month period.

In April of 2000, the Dirty Words radio ad campaign was honored with the Golden Addy Award in both English and Spanish for the best radio campaign in Central California. Original music and outstanding voiceover commands the 60 second radio spots. The ads were written by Maris Sidenstecker with funding and creative input from MBNMS, and the cities of Monterey and Watsonville. The radio campaign with ads in both English and Spanish began airing in 2000 throughout the Monterey Bay region on all the major English and Spanish language stations. The thrust of "Dirty Words" is to educate the general public about storm drains and their connection to rivers, creeks, streams and ultimately the Monterey Bay National Marine Sanctuary. The focus of the spots is to correlate water pollution with urban runoff, and the preventive measures one can do. Motor oil recycling locations or the 1-800-CLEANUP number are given at the end of each ad.



The four Dirty Words already produced include Storm Drains, First Flush, Motor Oil, and Cigarette Butts. The ad running time will be staggered to reflect seasonal events and stretch out air time. “First flush” will be played in anticipation of upcoming storms to educate the public about the first big rain of the season (typically September – October). Cigarette butts will be played in September for National Coastal Cleanup Day, which takes place the 3rd Saturday of every September. One of the leading sources of beach litter is cigarette butts, which are collected during Coastal Clean Up day.

Radio stations enjoy this campaign and have come up with creative venues in the past to reach the general public. One successful example is radio DJ’s requesting the dirtiest car be brought to a radio station event to receive a free car wash coupon. Stations are also willing to distribute

bilingual brochures and literature at their outreach events and thus help promote the outreach effort.

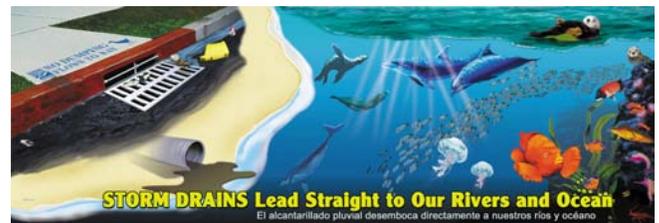
The Dirty Words campaign has been adapted by the following counties: Humboldt, San Mateo and Santa Clara. Humboldt created a Dirty Word spot about mercury pollution. San Mateo County adapted the radio ads into TV Public Service Announcements using the same voiceover as the radio spots. Santa Clara is running the same TV ads in their county.

Measurable goals will use the formula used by the radio stations to calculate the number of people reached per station, as well as the number of ads run, literature distribution, and radio ad promotions to further extend the attention for this outreach venue.

6. Bilingual Bus Ads / Print Ads

The Program Coordinator will book bus ads that serve Monterey County. This comprises 9.50% of the total education budget. This is a cost-effective method for reaching the general public.

Ten buses will display “queen size” ads of the adapted bilingual storm drain poster on the side of the bus and run throughout the year. The bus route for Monterey County serves the area covered by the MRSWMP. In the past, the City of Monterey has purchased one month of bus ads, and the ads stayed up almost a year. When advertising space is not purchased the bus company leaves the storm drain ads up due to their colorful nature and the important message. Statistics garnered by the bus company provides the following exposure numbers:



10 buses x 360,000/month = 3,600,000* Total Impressions

Based on 12 cars per minute per bus being on the road, 10hrs. per day/ 7days per week.

The effectiveness will be measured by the bus company formula used to calculate the number of people reached per ten buses. These numbers will be totaled for the annual report.

7. Bilingual Movie Ads

The Program Coordinator will book movie theatre preview ads with the cinema advertising agency, and keep track of the movie attendance data provided by the theatre. This work comprises 4.22% of the total education budget. This is another very cost effective education strategy to reach the general public.

The bilingual movie theatre preview slides utilize the same design as the storm drain poster and the bus ads. This helps reinforce the regional continuity of the campaign. The ads will run in each of the screens in the selected theatre and appear for several seconds on a rotation of slides shown before the movie. Along with the storm drain message and beautiful artwork, there will be the logo of the MRSWMP and contact information.

To maximize the outreach effort the ads will be booked to run in summer and winter for approximately 24 weeks. These two seasons are the heaviest movie going seasons and will maximize the outreach potential.

Summer (June 15- Sept.15) and winter (November 15- Feb 15) attendance for the six screen Galaxy theatre in the City of Monterey reaches about 198,000 people (9,000 per week in summer and 7,500 per week in winter) and serves the major percentage of the communities covered by

the MRSWMP.

Two other significant theatres are the Northridge (14 Screens) and Century Park (7 screens) which would reach approximately 31,500 people in summer and 26,250 in winter. In order to expand the outreach effort ads will be run for 2-3 weeks in summer. In addition efforts will be made to try to secure additional funding from the City of Salinas to extend the run time.

In addition, the City of Santa Cruz has been running the ads in their local theatres over the past two years. This expands the regional recognition of the campaign beyond the area covered by the MRSWMP.

The effectiveness will be measured by the theatres calculating their box office attendance per week. Their statistics will be used to tabulate to total number of people reached. This will be presented in the annual report.

8. Events

Five events per year will be done in order to interact with the public using the hands-on Enviroscope storm water model and distributing educational materials. This outreach strategy will comprise 3.58% of the total education budget.

The Program Coordinator will attend the following regional events representing all of the program participants: Good Old Days (Pacific Grove), Blues in the Park (Seaside), Monterey Cutting Day (Monterey), Whale Fest (Monterey), Kid Fest or the Monterey County Fair (Monterey).

When available the MBNMS educator will also assist with the outreach events. Volunteers will be engaged to help with events and interact with the public.

The effectiveness will be measured by the number of people reached by counting the number of brochures, posters and coloring books distributed. These numbers will be calculated for the annual report.

9. Hands-On Storm Drain Display

This outreach task comprises 1.19% of the total education budget. The Program Coordinator will contact display locations, stock and check on the display at its location, and move the exhibit to other locations on a rotating basis.



Modeled after the stationary storm drain model at the Monterey Bay Aquarium this portable hands-on storm drain model was purchased by the City of Monterey. It depicts oil spilling through a stenciled storm drain grate. The handle on the grate lifts up revealing an educational message about urban runoff. A brochure stand attached to the model distributes Monterey Bay Begins On Your Street brochures.

This is a great stand alone educational stand that is placed in libraries, museums, DMV's, and used for outreach events.

Measurable goals will include the number of number of brochures distributed at each location and the locations where the display is placed during the year. These numbers will be totaled for the annual report.

10. Logo Development

This task comprises 3.18% of the total education budget. The Program Coordinator will work with a local graphic design firm to create a logo for the MRSWMP. The logo will be used on all printed educational materials, and press releases. This will give visual recognition for the MRSWMP Participating and Coordinating Entities, who will be referred to in the logo as the “SEA” (Stormwater & Education Alliance).

The logo will be the key to kicking off a unified program that is recognizable throughout the permit area. A press release will be sent out once the logo is final so that the group can begin getting the word out about the program.

An example of the logo will be included in the annual report as well as a copy of the press release.

11. Printing of Educational Materials

This outreach task comprises 15.12% of the total education budget. The Program Coordinator will be responsible for placing regional print orders for the educational materials. To cut down on printing costs other neighboring cities beyond this group will be asked to participate, thus saving money for all entities. Additional duties include distribution of the printed materials through various education strategies and targeting local businesses such as kayak, dive, and automotive stores with brochures and posters.

Other entities using the educational print materials on a regular basis are: cities of Watsonville, Santa Cruz, Salinas and the MBNMS.

The educational materials will be used for school outreach, events, and targeted outreach listed above. These items will be tabulated under their specific outreach methods and reported in the annual report.

12. BMP Brochures

This outreach task comprises 1.19% of the total education budget. The Program Coordinator will work with the City of Monterey to adapt the following BMP’s for the MRSWMP. The logo will be placed on the brochures before printing.

The BMP’s will be available for distribution through individual City departments, targeted mailings, and Monterey County offices.

BMPs for Commercial Industries:

- Automotive Maintenance & Car Care
- Food Service Industry

BMPs for Construction Industry:

- Earth-Moving Activities
- Fresh Concrete & Mortar Application
- General Construction & Site Supervision
- Heavy Equipment Operation
- Painting & Application of Solvents & Adhesives
- Roadwork & Paving

BMPs for Gardeners, Homeowners, and Landscapers:

- Car Care for Do-It-Yourselfers

Home Maintenance Tips
Home Repair & Remodeling
Landscaping & Gardening
Pest Control Tips

The effectiveness will be measured by counting the number of BMP brochures distributed. These numbers will be reported in the annual report.

13. Record keeping

This task comprises 7.16% of the total education budget. The Program Coordinator will be responsible for keeping accurate records of the various outreach strategies listed above. This will provide data for the annual report.

14. Effectiveness Measurement

This task comprises 5.68% of the total education budget. The Program Coordinator will be responsible for analyzing the outreach strategies based on such measurements as:

- Record keeping and surveys from targeted audiences
- Calculating the numbers of persons reached through radio and bus ads using media methodologies
- Responses from school and restaurant surveys
- The numbers of people reached through outreach events

The results will be presented in the annual report.

15. Publicity / Press Releases

This task comprises 1.19% of the total education budget. The Program Coordinator will be responsible for sending out press releases to garner attention for events the public can attend or participate in.

Copies and numbers of press releases will be reported in the annual report.

16. Miscellaneous Materials

This task comprises 2.91% of the total education budget. The Program Coordinator will be responsible for having banners made for outreach activities, and investigating costs of other needed materials as they arise throughout the program.

17. Insurance/ Mileage/ Office Supplies

This will comprise 1.14% of the total education budget. The costs will be reported in the annual report.

Fitting this Program into the Monterey Bay Regional Framework:

Various educational efforts are already underway or are beginning in the Monterey Bay Region. This group is aware of those efforts and already participates with other groups in many ways.

- In the Fall of 2003, a large Proposition 13 grant was awarded to Santa Cruz County to implement large scale education efforts around the Bay. The Program Coordinator for this group was a part of the grant-writing team and will be responsible for implementing the 25% of the grant dedicated to education. It is anticipated that the money from the Proposition 13 grant will be pooled with money from this group to energize a successful radio, bus, and print

ad campaign.

- For the past three years a group of agency representatives from various local and state government agencies in Monterey and Santa Cruz County have worked to get the Monterey Bay Clean Business Program started. On Earth Day, April 24, 2004, the County of Monterey certified its first automotive businesses into the program. This program mirrors other existing Clean Business Programs across the state and is assisted by staff of the California Department of Toxic Substances Control. The Monterey Bay Area Green Business Program is a successful partnership of environmental agencies and utilities that assists, recognizes and promotes businesses and government agencies that volunteer to operate in a more environmentally responsible way. To be certified "green," participants must be in compliance with all regulations and meet program standards for conserving resources, preventing pollution and minimizing waste. We offer motivated businesses and agencies an easy-to-use framework for improving environmental performance. The Counties are the lead agencies with City staff providing assistance during the certification process. The Clean Business Program is a purely voluntary program for businesses, providing the benefit of advertising and use of the Clean Business program logo for those who are certified. Currently the program covers automotive repair facilities, with plans to expand the program to the food service industry next.



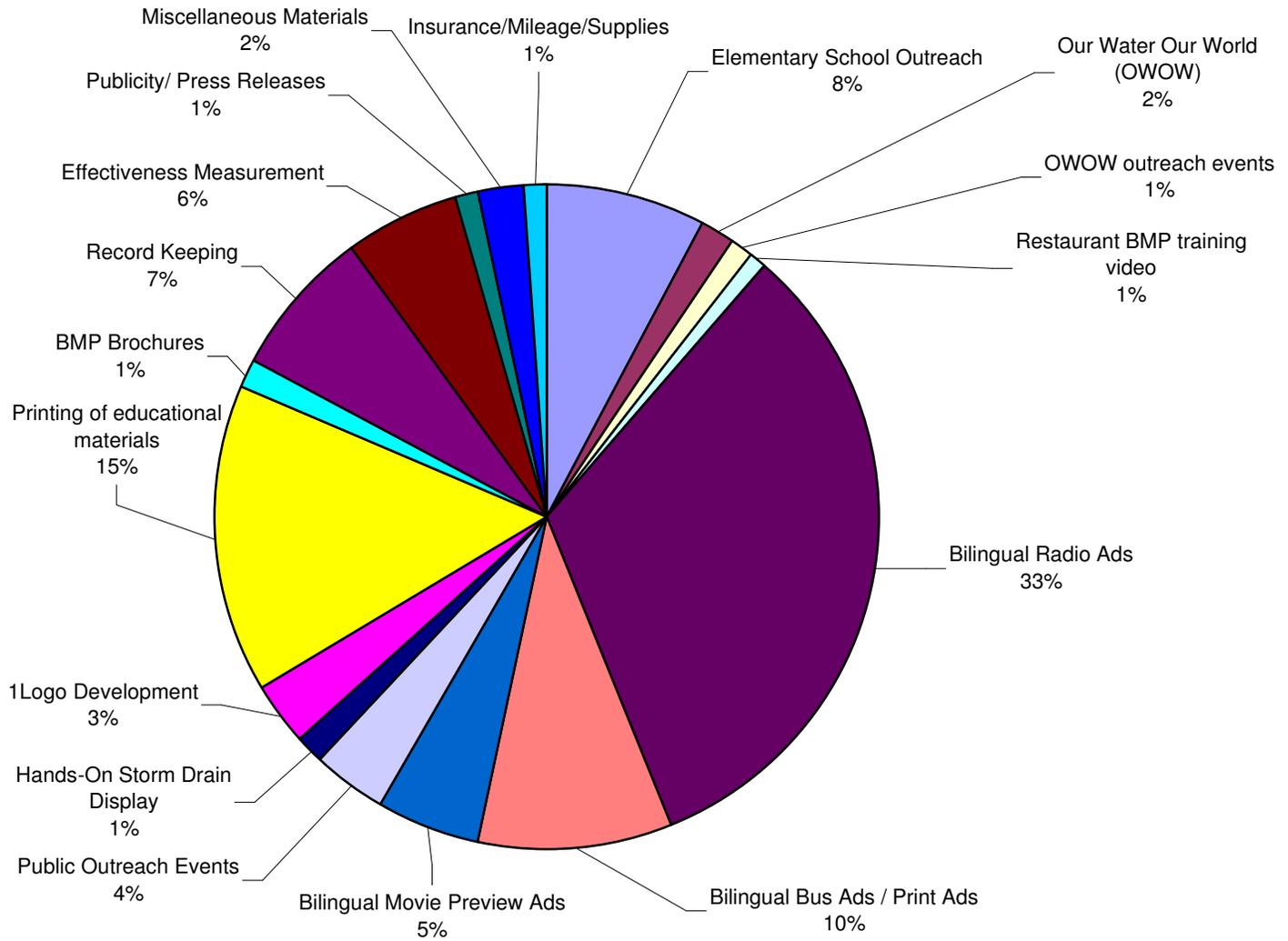
Monterey Regional Storm Water Participants Group

Public Education and Outreach Program 2004-2005

Program Activity	Target Audience	Measurable Goals
1. Elementary School Outreach Two hands-on visits per 24 schools 48 school visits with MBNMS.	Schools 4-6 grade students	1A. Reach 480 students per 24 schools and 960 with MBNMS. Students will be given pre- and post-visit surveys to measure effectiveness.
2. Our Water Our World (OWOW) In partnership with Marin county Offers safe pesticide alternative literature in English and Spanish.	General Public	2A. Upkeep of 8 literature racks in garden stores. Restock the 14 flyers and count the number distributed through: Ace, Brinton's, Long's, 2 Grigg's stores, Cypress gardens, Orchard, and Valley Hills nursery.
3. OWOW outreach events Minimum of 2 events per year	General Public	3A. Calculate the number of brochures and magnets to people at garden store events.
4. Restaurant BMP training video (Bilingual)	Restaurants	4A. Visit 75 restaurants in partnership with MBNMS. Staff will complete a bilingual survey after viewing the bilingual BMP training video.
5. Bilingual Radio Ads	General Public	5A. Will reach @ 319,000 people via six stations. Will use statistics of radio stations for final numbers.
6. Bilingual Bus Ads / Print Ads	General Public	6A. Per 10 buses 3,600,000 impressions are calculated based on the formula used by the bus company.
7. Bilingual Movie Preview Ads	General Public	7A. In the Monterey theatre complex approximately 198,000 people will view the ad, and in the Salinas theater complex approximately 10,000 people will view the ad.. Based on the formula used by movie ad agency.
8. Events: 5 per year in order to distribute materials and interact with the public.	General Public	8A. Calculate the number of brochures, posters, coloring books distributed at regional events: Good Old Days, Blues in the Park, Whale Fest, Monterey Cutting Day, Monterey County Fair.
9. Hands-On Storm Drain Display	General Public	9A. Will be exhibited in at least 3 locations such as: libraries, museums, DMV's.
10. Logo Development	General Public	10A. To garner visual recognition for the MRSWPG. Logo will be printed on education materials.
11. Printing of educational materials: Storm Drain Posters	General Public	11A. Educational materials distributed to the public, schools and businesses will be tabulated.
Monterey Bay Begins...brochures	General Public	
Coloring books	Schools	
Automotive BMP poster	Automotive	
Restaurant BMP poster	Restaurants	
12. BMP Brochures Targets the below topics: Automotive, construction, car care, food service industry, gardeners, pest control, and home construction.	General Public	12A. Logo will be added to existing electronic version which will be adapted for the MRSWPG. Cities and county will distribute from their offices and mailings. Numbers of brochures distributed will be calculated.
13. Record Keeping	General Public	13A. Keep detailed records for annual report.
14. Effectiveness Measurement	General Public	14A. Evaluate education strategies for annual report.
15. Publicity/ Press Releases	General Public	15A. Tabulate the number of press releases in first year.
16. Miscellaneous Materials	General Public	16A. Materials needed to support outreach strategies.
17. Insurance/Mileage/Supplies	General Public	17A. Record and reported in annual report.

YEAR 1: DETAILED EDUCATION PROGRAM							
Category No.	Category Description	Details	Public Ed. Coordinator Hours	Time: % of Total Public Ed. Coordinator Hours	Materials: % of Total Materials Cost	Total % of Budget	Comments
1	Elementary School Outreach	Elementary Schools: 24 visits per year	129	19.13%	see printing below	7.70%	* Approximately 120 additional hours per year will be contributed by the Marine Sanctuary toward this activity. There is no cost to the group other than materials costs.
2	Our Water Our World (OWOW)	OWOW Upkeep	30	4.45%	see printing below	1.79%	
3	OWOW outreach events	OWOW Outreach Events	16	2.37%	see printing below	0.96%	
4	Restaurant BMP training video	Restaurant Training: 75 per year (Lisa through MBNMS agreement)	14	2.08%	see printing below	0.84%	* Approximately 400 additional hours per year will be contributed by the Marine Sanctuary toward this activity. There is no cost to the group other than materials costs.
5	Bilingual Radio Ads	Bilingual Radio Ads	40	5.93%	51.60%	32.63%	
6	Bilingual Bus Ads / Print Ads	Bilingual Bus Ads/Print Ads	20	2.97%	14.18%	9.50%	
7	Bilingual Movie Preview Ads	Bilingual Movie Ads	20	2.97%	6.52%	5.01%	
8	Public Outreach Events	Events: 5 per year distribution of ed. Materials (Good Old Days, Cutting Day, County Fair, etc.)	60	8.90%	see printing below	3.58%	
9	Hands-On Storm Drain Display	Hands On Storm Drain Display	20	2.97%	N/A	1.19%	
10	1Logo Development	Logo Development	20	2.97%	3.39%	3.18%	
11	Printing of educational materials	Printing of educational materials: Posters, Brochures, Coloring Books to be used at educational events	40	5.93%	21.73%	15.12%	
12	BMP Brochures	BMP Brochures: Originals are electronic, logo to be added, phone numbers to be revised, printing is \$0.30 per copy	20	2.97%	see printing below	1.19%	
13	Record Keeping	Record Keeping, "Research & Development"-new programs, Annual Report Preparation	120	17.80%	Misc. materials	7.16%	
14	Effectiveness Measurement	Effectiveness Measurement- Survey or other methods, Training	95.2	14.12%	Misc. materials	5.68%	
15	Publicity/ Press Releases	Publicity/Press Releases	20	2.97%	Misc. materials	1.19%	
16	Miscellaneous Materials	Miscellaneous materials: stenciling, banner, etc.	10	1.48%	2.58%	2.11%	
17	Insurance/Mileage/Supplies	Insurance/Mileage/Office Supplies		0.00%	N/A	1.14%	
		TOTALS	674.2			100.00%	
* A part-time educator will be provided through the Monterey Bay National Marine Sanctuary. Committed to 20 hours per week.							
Total=1040 per year. This time will be used for additional school outreach and restaurant outreach activities.							
Half of this time is dedicated to storm drain stenciling in the various municipalities, under BMP 2-2.							

CHART SHOWING BUDGET BREAKDOWN BY ACTIVITY



Monterey Regional Storm Water Management Program

Public Participation and Involvement Program

For

Fiscal Year 2004-2005

Background

Urban runoff has been identified as one of the leading causes of water pollution across the nation. Involving the community in understanding and preventing pollution is critical to creating the “water quality ethic” that is essential to having an effective Stormwater Management Program. Involving the public, creating community buy-in, and changing individual behaviors are the goals of the regional Public Participation and Involvement Program (hereinafter referred to as the “Program”).

The Monterey Regional Storm Water Pollution Prevention Program (MRSWPPP) is being developed and implemented by nine entities including the County of Monterey, the Pebble Beach Company, and the cities of Carmel, Del Rey Oaks, Marina, Monterey, Pacific Grove, Sand City, and Seaside. Each of these entities has submitted a Notice of Intent to comply with the State of California’s National Pollutant Discharge Elimination System General Permit No. CA “Waste Discharge Requirements for Storm Water Discharges from Small Municipal Separate Storm Sewer Systems. Within the context of the Memorandum of Agreement that created the MRSWPPP, these agencies have formed a management committee to develop a unified program that can be implemented region-wide.

A Management Committee comprised of representatives from each of these nine entities administers the MRSWPPP, and the Monterey Regional Water Pollution Control Agency (MRWPCA) serves as their Program Manager. All of the entities are located next to or in close proximity to the Monterey Bay National Marine Sanctuary (MBNMS), the nation’s largest marine Sanctuary, which encompasses over 5,300 square miles of ocean along the California Central Coast.

Introduction

The Participating Entities of the MRSWMP collectively support this Program, the second of six measures being developed. The Regional Permit Group began meeting in March of 2000 to study the feasibility of having a unified program and to develop the framework for this group. Over the past two years the Management Committee has met once a month to develop the program selecting Best Management Practices (BMP’s) to be included in the MRSWMP. Under the Public Participation and Involvement Program two BMP’s were selected for the group to implement. BMP 2-1.a states that the group will “Encourage general public and stakeholder involvement in identifying and solving storm water management problems by holding two publicly advertised Public Involvement Workshop per year.” BMP 2-2.a states that the group will “Encourage general public participation in programs and activities designed to promote understanding and awareness of storm water pollution, such as cleanup events and restoration activities.” This language represents a simplified version of the overall program, which is detailed below: BMPs 2-1.a and 2-2.a are intended to be implemented during each year of the

5 year permit term. This Program is written to detail what will specifically be implemented in year one of the permit period, it is anticipated that minor changes to the Program may be necessary in future years.

This Program will build upon existing programs, activities and events to further the messages of the SWMP especially tying in with the Public Education program. This program will allow the public, business groups, and other community organizations to put pollution prevention knowledge into action.

It is anticipated that this Program in conjunction with an effective Public Education program will influence and change behaviors leading to a reduction in storm water pollution. Many of the activities discussed in this program are already in place, some were developed and are implemented by the Participating Entities, and some will be a cooperative effort headed by other groups that the cities either are or will be involved with in the future.

Several of the components of the Program were developed or adapted for the Model Urban Runoff Program (MURP) which was completed in July of 1998. MURP is a comprehensive how-to guide developed for local governments to address the issues of polluted runoff in the urban environment. The MURP provides options to help small municipalities develop their own urban runoff program for the Phase II process. The guide incorporates the essential elements of a strong urban runoff program with examples of ordinances, best management practices, illicit connections, new development and redevelopment, commercial and industrial facilities, reporting forms and education and outreach. The MURP was prepared by the City of Monterey, City of Santa Cruz, MBNMS, California Coastal Commission, Association of Monterey Bay Area Governments (AMBAG), Woodward-Clyde Consultants, and the Central Coast Regional Water Quality Control Board with money from a State 319 (h) grant. Many other local municipal agencies acted as peer reviewers throughout the development of the MURP through semi-annual meetings of the AMBAG Stormwater Task Force, now known as the Monterey Bay Stormwater Information Exchange.

Program

BMP 2-1.a states: "Encourage general public and stakeholder involvement in identifying and solving storm water management problems by holding two publicly advertised Public Involvement Workshop per year."

BMP 2-1.b explains that Workshop #1 will be held annually in July or August, prior to Annual Report development to explain the Phase II Permit objectives and to solicit public input on the success of the current BMPs and Measurable Goals. Workshop #1 will include an overview of the Phase II Program, and the MRSWMP. It will provide a forum for soliciting public input on the current program and for developing future changes to the MRSWMP to continually improve the effectiveness of the program.

BMPs 2-1.c and 2-1.d explain that "Workshop #2 will be held annually in March or April. The Workshop #2 held in permit Year 1 will focus on general Phase II requirements and BMPs to increase overall public awareness and knowledge of the Phase II program. The Workshops #2 held in the subsequent four permit Years will target specific audiences and associated contaminants of concern. Examples of potential target audiences include: restaurants; automotive industry; contractors – painters, landscapers, roadwork; designers – architects and engineers; and others that are identified either by municipal staff or through the public involvement process.

For both workshops the number of participants attending and results of any follow-up inspections or assistance to industry will be recorded as indicators of the effectiveness of these meetings. Public notice for each of these meetings will be accomplished in several ways. The Monterey Regional Group plans to create a web site to be hosted by the Monterey County Water Resources Agency. That site will be linked to the web sites of all member agencies except the City of Del Rey Oaks which currently has no web site. A listserv of interested parties will be created to enable the Cities to get the word out further. Additionally a press release will be faxed to local newspapers, radio, and television stations announcing the workshop and inviting the public to participate. For those who do not have email access, a direct mailing of the workshop announcement will be available. For industry-specific workshops an additional effort will be necessary by direct mailing to businesses, representative industry groups, and other associations.

BMPs 2-2.a through 2-2.d encompass several public participation activities, which will be undertaken by the Regional Group.

BMP 2-2.a will “Provide financial sponsorship support for Annual Coastal Cleanup Day in Monterey County or other local beach clean up efforts.” BMP 2-2.b will “Recruit volunteers through municipal employee base for Annual Coastal Cleanup Day or other local clean up efforts.” Many of the participating entities already support Coastal Cleanup Day efforts in a variety of ways. These BMPs will include a formal financial contribution for the annual efforts among other things. Currently volunteers and staff from most of the group agencies are involved in Coastal Cleanup Day, either as beach captains or as volunteers. Each of the group agencies will advertise for volunteers from among staff members. Among the nine member agencies, there are over 7300 employees.

Each year beaches in Pebble Beach, Carmel, and Monterey are captained for the annual event by volunteer staff members of those agencies. The City of Monterey’s Community Services Coordinator provides assistance to the effort by coordinating pickup of the collected trash and recyclables in many of the participating areas and by providing refreshments to volunteers and assistance to the coordinator.

BMP 2-2.c will “Provide support for, or assistance with storm drain stenciling through supplies, volunteer recruitment and dedicating sponsorship hours by MBNMS staff.” The Monterey Bay National Marine Sanctuary (MBNMS) has committed to providing a part-time educator who will work with volunteer groups in all of the group jurisdictions to stencil storm drains. Approximately 500 hours per year are expected to be dedicated to public involvement activities including storm drain stenciling.

BMP 2-2.d will “Provide support for, or assistance with volunteer monitoring programs such as Urban Watch, First Flush and Snapshot Day.”

The Urban Watch storm drain monitoring program was initiated in June 1997 as a collaborative effort between the Coastal Watershed Council (CWC), the City of Monterey and the Water Quality Protection Program of the Monterey Bay National Marine Sanctuary. The purpose of this program is twofold. First is to serve as a tool for education and outreach to the general community regarding the impacts that the citizens have on local water quality. And secondly, to collect useful data to support local environmental management decisions. This is accomplished through the use of trained volunteers to monitor dry-season storm drain discharges at selected outflow areas from June through October of each monitoring year. In 1999, the City of Pacific Grove began supporting this program and has had volunteer forces working each dry season since.

The First Flush program began in October 2000 as the final monitoring event of the Urban Watch year. The First Flush annual monitoring event occurs typically in late fall in the cities on the Monterey Bay that currently have an active Urban Watch program. The first major storm event of the season, in which there are "sheet flows" of water on the roadways, is defined as "First Flush." The outfalls that have been monitored over the past few years by the Urban Watch volunteers are the sites that have been chosen for this event. These locations are chosen for accessibility, historic data availability, and knowledge of the sites. The goal of this effort is to characterize the first flush storm water runoff that is flowing into the Monterey Bay National Marine Sanctuary. First Flush will continue to be monitored at the sites used for the Urban Watch Program that are most accessible and safest in heavy rain and darkness, the typical conditions for this event.

On April 22, 2000, the Monterey Bay National Marine Sanctuary celebrated the 30th anniversary of Earth Day with "Snapshot Day 2000" - a one-day, Sanctuary-wide volunteer water quality monitoring event. On Snapshot Day, 120 trained volunteers waded into creeks, streams, rivers, sloughs, estuaries, and beaches throughout San Mateo, Santa Cruz, Monterey, and San Luis Obispo counties to test water quality and take a "snapshot" of the condition of the Sanctuary's watersheds.

Volunteers tested multiple locations on waterways for water temperature, dissolved oxygen (DO), conductivity, turbidity, and acidity/alkalinity (pH). Selected sites are also tested for nitrates, phosphates, and fecal coliform. These water quality "parameters" help to identify the general health of a body of water, potential threats to fish and other aquatic organisms, whether the water is safe for human contact, and potential sources of water quality problems.

Snapshot Day 2000 was designed to increase public awareness of water quality issues affecting Sanctuary watersheds and to emphasize the importance of water quality monitoring and the key role volunteer monitors play in our area. The event was a huge success generating a tremendous response from volunteers, good media coverage, and strong support from local businesses. The data collected on Snapshot Day 2000 reinforced previous findings that some of the Sanctuary's watersheds face water quality problems.

Local communities have attempted to expand the Urban Watch program to other communities several times over the past seven years. Though it is a volunteer program, Urban Watch takes a large amount of coordination time, accomplished by paid staff and consultants for each City. An average of 200 hours per year has been spent by paid staff in each of the participating jurisdictions to ensure that the data collected is valid and can be used to indicate trends in potential pollutants. Grant funding has been pursued to expand the program further, and subject to availability of funds and a coordinator, the program will be expanded to other jurisdictions. The data obtained from this program is useful as an indicator of trends in types of pollutants. It incorporates some laboratory analysis, but is chiefly a volunteer kit program. Local cities have been able to use data from the program to target and develop educational programs targeted at specific industries who have been found to contribute pollutants. This collected data can be interpolated across jurisdictions with similar land uses and used to target programs.

Under BMP 2-3.a, a representative from the MRSWMP group will "Become an active participant in the Citizen Water Quality Monitoring Network." The Regional Group will work with the Sanctuary's Citizen Water Quality Monitoring Network to provide support for existing programs represented under its umbrella. A member of the Regional Group will attend Sanctuary Citizen Water Quality Monitoring Network steering committee meetings on a regular basis to be the liaison for the group. Members of the Regional Group will assist with volunteer recruitment for the Monitoring Network's programs through

the numerous channels that each agency has, including outreach to and through employee and citizen groups, websites, and newsletters.

PROTOCOL FOR RESPONDING TO REPORTS OF ILLEGAL DISCHARGES AND ILLICIT CONNECTIONS

Reports of illegal discharges, illicit connections, and other types of improper discharges to the storm water system may be received in a variety of ways, including:

- Telephone reports received via the 1-800-CLEANUP hotline
- Telephone or in-person reports received by the City Public Works staff
- Reports received via the MRSWMP Website

Calls into the 1-800-CLEANUP # will be directed by zip code to a phone number for each Participating Entity's response contact person. There will be both a "during work hours" and "after hours" phone number for each Participating Entity. Callers will be instructed to call 911 in the case of any immediate hazards.

Each Participating Entity will be responsible for logging, investigating, and responding to each reported incident. Documentation will be kept on the response and the outcome of the reported incident using the "Illegal Discharge/Illicit Connection Reporting and Response" form.

Step 1- Determine Whether or not the Reported Incident is Valid: Using information provided by the reporting party, inspect the location of the reported incident to check for signs of improper discharges. Signs of an illicit connections or illegal discharges can include:

- Abnormal water flows during the dry season
- Unusual flows in subdrains used for dewatering
- Pungent odors
- Discoloration or oily substances in the water, or stains and waste residue in
- ditches, channels, or drain boxes

If during inspections, any of these signs are observed, the inspector should (1) record the flow data and take photographs and (2) begin storm drain investigations by tracing the flow upstream using storm drain maps and by inspecting upgradient manholes. Sampling and testing of water at the manhole or outfall where it is first detected is generally not considered necessary, if the water appears to be "clear" but, if deemed appropriate, can be performed using field kits or taking grab samples for analysis in a lab. If tracking a discharge through visual inspection of upgradient manholes is not possible, alternate techniques that can be used include zinc chloride smoke testing, fluorometric dye testing, physical inspection testing (of pipes greater than 39 inches), or television camera inspection.

If the investigation reveals no indication that an illegal discharge or an illicit connection occurred, attach the results of the field investigation to the Illegal Discharge/Illicit Connection Reporting and Response form, and close the action.

Step 2-If it is Determined that an Illegal Discharge or Illicit Connection has Occurred: Once the origin of flow is established, require illicit discharger to eliminate the discharge. Once the suspected origin of the flow is determined, the inspector should inspect the source to see if it is a case of improper dumping or if it is an improper physical connection. Once confirmed, the inspector should instruct the owner/operator of the property to rectify the situation. The inspector should provide the operator/owner information on alternative disposal options as shown in the attached table titled "Preferred Disposal Options for Non-stormwater Discharges". The operator/owner should also be informed at this time that, should the discharge continue, enforcement procedures will be implemented.

If the illegal discharge was a one time incident, and if the discharger has taken appropriate action to prevent a recurrence, attach the results of the field investigation to the Illegal Discharge/Illicit Connection Reporting and Response form, and close the action.

If the illegal discharge or illicit connection appears to be an ongoing activity, require the discharger to apply BMPs and/or to make mechanical and/or structural modifications to prevent a recurrence of the incident. Once this has been done, as verified by the inspector, attach the results of the field investigation to the Illegal Discharge/Illicit Connection Reporting and Response form, and close the action.

Preferred Disposal Options for Non-stormwater Discharges

Type of Discharge	When is the Discharge to the Storm Sewer Permissible?	Preferred Disposal Options			
		Storm Drain	Sanitary Sewer	Recycle/ Reuse	Hazardous Waste or Other Disposal
1. Residential lawn irrigation	Always ^(a)	●			
2. Dumping of oil, anti-freeze, paint, cleaning fluids	Never			●	●
3. Residential car washing	Always, but not recommended ^(a)	●			
4. Commercial car wash	Never		●	●	
5. Industrial dischargers (excluding cooling water)	Never		●	●	● when above pretreatment limits
6. Swimming pool water	Only when dechlorinated ^(a)	●		●	
7. Water line flushing	Always ^{(a)(b)}	●		●	
8. Fire fighting flows	Emergency only ^(c)	●			● when heavily contaminated
9. Potable water sources	Always ^(a)	●		●	
10. Uncontaminated foundation drains	Always ^(a)	●		●	
11. Contaminated foundation drains	Never		●	●	
12. Pumped groundwater for cleanup operations	Only if in compliance with NPDES permit	NPDES permit required		●	
13. Cooling water	Never unless no chemicals added and has NPDES permit	Permit required	●	●	
14. Roof drains	Always except when contaminated or drains industrial area	●			
15. Air conditioner condensate	Always ^(a)	●		●	
16. Washwaters from commercial/ industrial facilities	Never		●		
17. Uncontaminated groundwater infiltration	Always ^(a)	●		●	
18. Contaminated groundwater infiltration	Only if in compliance with NPDES permit	NPDES permit required		●	

This table adapted from the Model Urban Runoff Program July 1998, revised February 2002.

Illicit Discharge/Connection Reporting and Response

Date/Time:

Reported by:
Address:
Phone:
Location:

Report:

Material	
<input type="checkbox"/> Hazardous	<input type="checkbox"/> Sediment
<input type="checkbox"/> Wastewater	<input type="checkbox"/> Other _____
<input type="checkbox"/> Oil/Grease	<input type="checkbox"/> Unknown

Land Use
<input type="checkbox"/> Residential
<input type="checkbox"/> Commercial
<input type="checkbox"/> Industrial
<input type="checkbox"/> Public

Est. Quantity:

Direct/Constructed Connections Found? Yes No

Description:

Source Investigation Conducted? Yes No Source Identified? Yes No

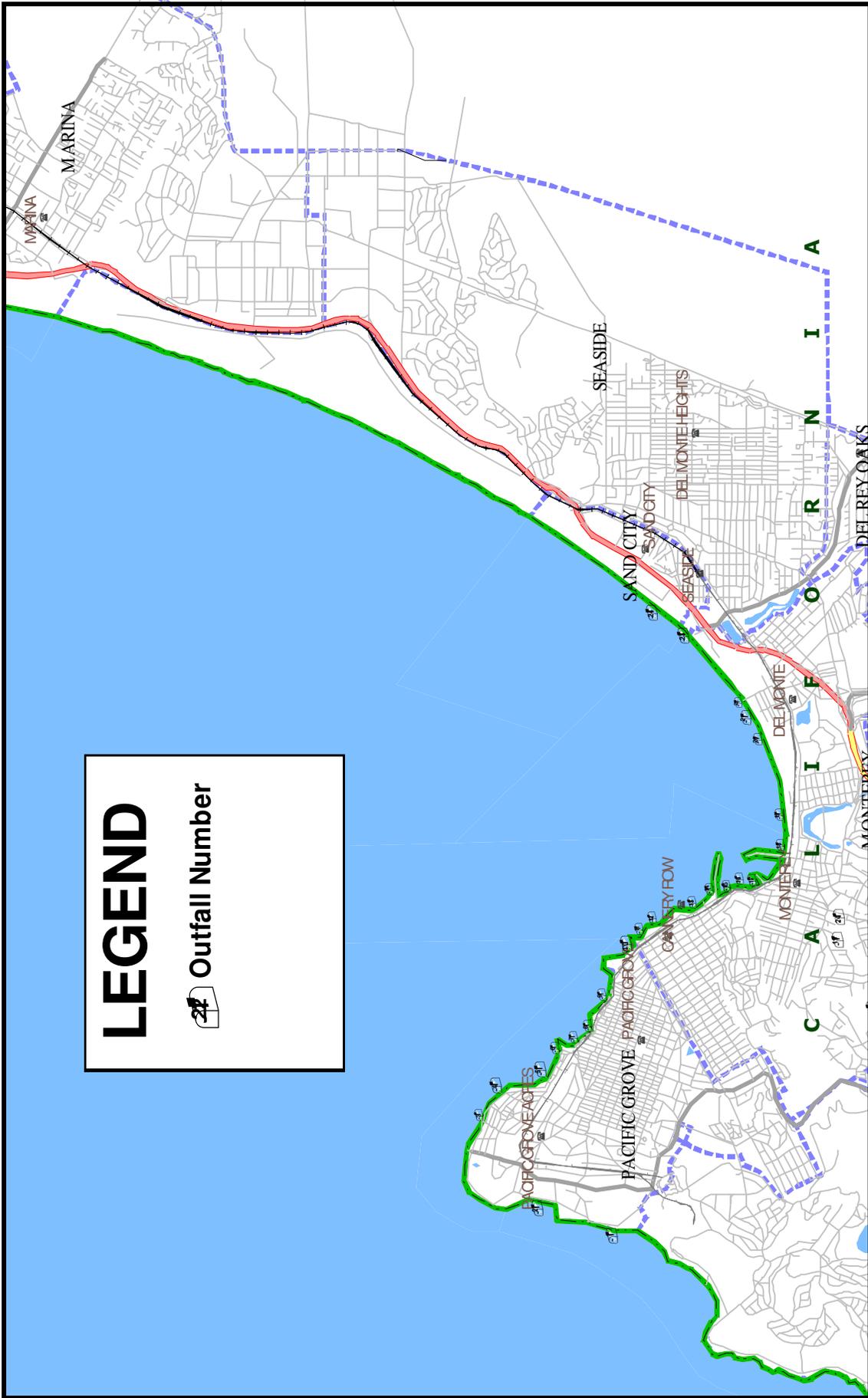
Source/Owner of Discharge/ Connection:

Entered Storm Drain System/Receiving Waters? Yes No

Action and Closure

Referred To:
Phone:
City:
Dept.:
Action Taken

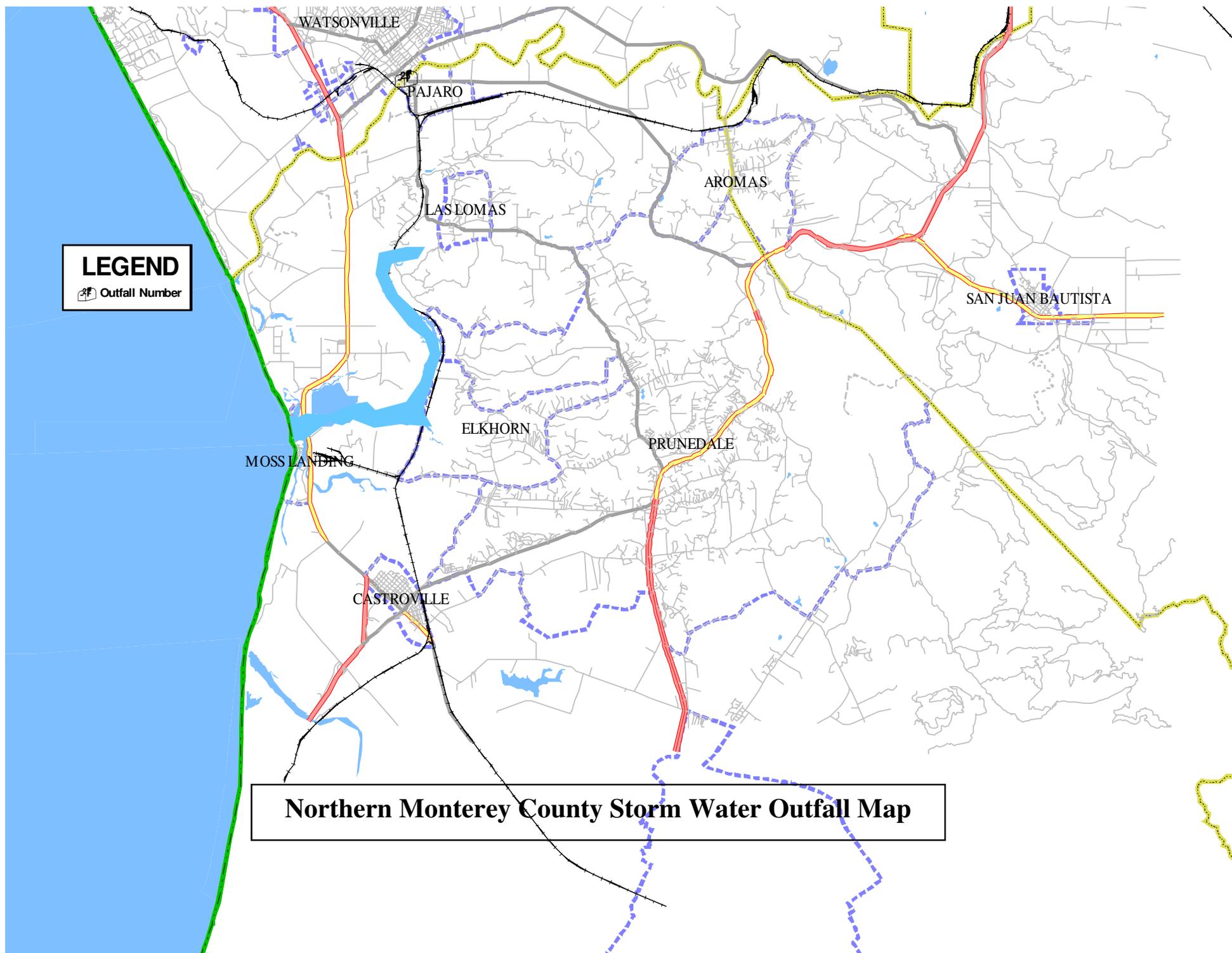
Date Closed:



LEGEND

 Outfall Number

Southern Monterey Bay Storm Water Outfall Map



LEGEND
☐ Outfall Number

Northern Monterey County Storm Water Outfall Map

ENTITY: CITY OF SAND CITY**BUSINESS CATEGORY****AUTOMOTIVE REPAIR SHOPS AND GAS STATIONS**

Name	Address
AUTOMOTIVE SPECIALISTS SERVICE	475 OLYMPIA AVE STE A
D'MOTORSPTS	477 REDWOOD AVE
GENES IMPORT AUTO BODY	531 SHASTA AVE STE A
HARTZEL AUTOMOTIVE	510 CALIFORNIA AVE
INTEGRITY AUTOMOTIVE MACHINE	371 ORANGE AVE
J AND D AUTO REPAIR	1675 CONTRA COSTA AVE
JUST ANDY	465 OLYMPIA AVE STE A
PRECISION IMPORT SERVICE	475 OLYMPIA AVE STE C
STANDARD TRANSMISSION	531 SHASTA AVE
ULTRAMAR-VALERO BEACON 3775	2100 CALIFORNIA AVE

BUSINESS CATEGORY**RESTAURANTS AND FAST FOOD CHAINS**

Name	Address
Albertson's	2000 California
Bagel Bakery	2160 California Ave. Bldg K
Belleci's Catering	436 Orange Ave.
Borders Books Café Espresso	2080 California Ave.
Boston Market	2140 California Ave.
SK-8	1855 East St.
Burger King	2120 California Ave.
Costco Wholesale	801 Tioga Rd.
Cypress Donuts	426-B Orange Ave.
Eddison & Melrose Catering	354 Orange Ave.
Gianna's Baking Co.	613 Ortiz Ave.
Gianna's Baking Company	613 C Ortiz Avenue
Jamba Juice	2160 California Ave. #C
McDonald's	990 Playa St.
Papa Chanos	915 Playa Ave.
Pizza Hut	2100 California Ave.
Port of Subs	832 Playa Ave.
Starbucks Coffee	2160 California Ave. #A
Sweet Elena's Bakery	465-D Olympia Ave.
Target Store #1062	2040 California Ave.
The Bakery	354 Orange Ave.

ENTITY: CITY OF PACIFIC GROVE**BUSINESS CATEGORY****AUTOMOTIVE REPAIR SHOPS AND GAS STATIONS**

Name	Address
FOREST HILL AUTO SERVICE INC	1123 FOREST AVE
FOREST HILL GAS STATION AND MKT	1152 FOREST AVE
FOREST HILL SHELL	1201 FOREST AVE
GERMAN MOTORWERKS	95 CENTRAL AVE
GREG BEAN AUTO REPAIR	1021 AUSTIN AVE
MATTESONS AUTO REPAIR	234 GRAND AVE
PACIFIC GROVE 76 GAS & AUTO CARE	1140 FOREST AVE
PACIFIC GROVE SHELL	687 LIGHTHOUSE AVE
SY TIRE SERV DBA PG TIRE SERVICE	1224 FOREST AVE

BUSINESS CATEGORY**RESTAURANTS AND FAST FOOD CHAINS**

Name	Address
17th Street Grille	617 Lighthouse Ave.
A Taste of Elegance	1180-G Forest Ave.
Alberto's Pasta Bar	1219-B Forest Ave.
Amelia's Pizzeria	1184-E Forest Ave.
Archie's Giant Hamburgers	125 Ocean View Blvd., #103
Asilomar Conference Center	800 Asilomar Blvd.
Bagel Bakery, The	1132 Forest Ave.
Breakers Café	1126 Forest Ave.
Butterfly Bay Café	589 Lighthouse Ave.
Canterbury Woods Retirement Residence	651 Sinex Ave.
Caravali's Coffees	510 Lighthouse Ave.
Chaya	125 Ocean View Blvd.#211
Chili Great Chili	620 Lighthouse Ave.
China Garden	100 Central Ave.
ChocoLatte'	188 Country Club Gate Ctr.
Chopsticks Café	209 Forest Ave.
Del Monte Rest Home	1229 David Ave.
Domino's Pizza	156 Country Club Gate Ctr.
Fandango	223-17th Street
Favalaro's	542 Lighthouse Ave.
Fifi's Café & Bakery	1188 Forest Ave.
First Awakenings	125 Ocean View Blvd., #105
Fishwife	1996 1/2 Sunset Dr.
Forest Hill Manor	551 Gibson Ave
Fulina Chinese Kitchen	1184G Forest Ave.
Gateway Center	850 Congress Ave.
Goodie's Delicatessen	518 Lighthouse Ave.
Grapes of Wrath	529 Central Ave.
Grove Market	242 Forest Ave.
Joe Rombi's	208 17th St.
Korean Ga san - Closed	2006 Sunset Drive

ENTITY: CITY OF PACIFIC GROVE**BUSINESS CATEGORY****RESTAURANTS AND FAST FOOD CHAINS (Cont'd)**

Korean Grill	1180F Forest Ave.
La Dolce Vita	663 Lighthouse Avenue
Le Chantilly	1120 Lighthouse
Lighthouse Café	602 Lighthouse Ave.
Little Chicken House	1193 Forest Ave.
McDonald's	100 Country Club Gate
Meals On Wheels	700 Jewel Ave.
Michael's Grill & Taqueria	197 Country Club Gate Ctr.
Monarch Café'	162 Fountain Ave.
Ocean Sushi Deli	2701 David Ave.
Old Bath House	620 Ocean View Blvd.
Pablo's Mexican Restaurant	1184 H Forest Ave.
Pacific Grove Juice & Java	599 Lighthouse Ave.
Passion Fish	701 Lighthouse Ave,
Pasta Mia	481 Lighthouse Ave.
Patisserie Bechler	1225 Forest Ave.
Pavel's Backerei	219 Forest Ave.
Pizza My Way	1157 Forest Ave.
Red House Café	662 Lighthouse Ave.
Round Table Pizza	1116 Forest Ave.
Scotch Bakery	545 Lighthouse Ave.
Shnarley's Bronx Pizza	650 Lighthouse Ave. #100
Subway Sandwiches	190 Country Club Gate Ctr.
Sweet Earth Natural Foods	597 Lighthouse Ave.
Sweetzees	125 Ocean View Blvd.
Takara Sushi	218 17th St.
Taste Café & Bistro	1199 Forest Ave.
Thai Bistro II	159 Central Ave.
The Grill at Lover's Point	618 Ocean View Blvd.
Tillie Gorts	111 Central Ave.
Tinnery Restaurant, The	631 Ocean View Blvd.
Toastie's Café	702 Lighthouse Ave.
Victorian Corner	541 Lighthouse Ave.
Vito's Italian Restaurant	1180 Forest Ave.
Vivolo's Chowder House	127 Central Ave.
White House, The	649 Lighthouse Ave.
Wild Berries Café	212 17th St.
Yang's Happy Family Restaurant	1116A Forest Ave.

ENTITY: CITY OF MONTEREY**BUSINESS CATEGORY****AUTOMOTIVE REPAIR SHOPS AND GAS STATIONS**

Name	Address
ABREGO UNION 76 250424	398 FREMONT ST
ADVANTAGE AUTO REPAIR	2100 DEL MONTE AVE
ALLIANCE MART	2109 N FREMONT ST
ATAIDE GENERAL TIRE CO	591 E FRANKLIN ST
BAY SERVICE	1201 TENTH ST
C AND C REPAIR	249 DELA VINA AVE
CENTRAL COAST TRANSMISSIONS	560 FREMONT ST
CHEVRON STATION 91060	351 FREMONT ST
CIRCLE K STORES INC 76 2705432	899 HAWTHORNE ST
CLASSIC COACHWORKS	368 E FRANKLIN ST
CORNER STORE MONTEREY	398 LIGHTHOUSE AVE
DEL MONTE 76 2705686	1401 MUNRAS AVE
FIORANO'S MOTORS	1174 AIRPORT RD STE D
FRALES AUTO REPAIR	2232 DEL MONTE AVE
GUNTER MADSEN AUTO BODY INC	1231 DEL MONTE AVE
HOFFMAN AND HOFFMAN	105 AVIATION LN
HONEST ENGINES	553 MUNRAS AVE
J AND J AUTO BODY	1105 AIRPORT RD STE A
JIFFY LUBE STORE 2350	2415 N FREMONT ST
MERCEDES BENZ OF MONTEREY	498 FREMONT ST
MIKES AUTO	1101 AIRPORT RD STE D
MONTEREY BAY BOATWORKS	32 CANNERY ROW
MONTEREY BAY GAS AND MINI MKT	1042 DEL MONTE AVE
MONTEREY MERCEDES IND SERV INC	198 WEBSTER ST
MONTEREY SALINAS TRANSIT	1 RYAN RANCH RD
MONTEREY UNION 76 253582	2045 N FREMONT ST
MUNRAS EXXON	595 MUNRAS AVE
NATALES AUTO SERVICE CENTER	2091 DEL MONTE AVE
PACIFIC MOTOR SERVICE	550 E FRANKLIN ST
QUIK STOP MARKET 90	2407 N FREMONT ST
ROBERTS AUTO REPAIR	234 RAMONA AVE
ROSSI TIRE AND AUTO SERVICE	598 E FRANKLIN ST
SEVEN ELEVEN 23135	2301 N FREMONT ST
SUSI AUTO ELECTRIC	1154 DEL MONTE BLVD
TIRE TOWN AUTOMOTIVE	899 LIGHTHOUSE AVE
TOMS MONTEREY AUTO REPAIR	870 ABREGO ST
USA GASOLINE CORP 42	2338 DEL MONTE AVE
VILLAGE MOTOR WORKS MTY BEACON	2191 N FREMONT ST

BUSINESS CATEGORY**RESTAURANTS AND FAST FOOD CHAINS**

Name	Address
ABALONETTI'S	57 WHARF I

ENTITY: CITY OF MONTEREY**BUSINESS CATEGORY****RESTAURANTS AND FAST FOOD CHAINS (Cont'd)**

ALFREDO'S CANTINA	266 PEARL STREET
AMARIN THAI CUISINE	807 CANNERY ROW
Amir's Kabob House	794 Lighthouse
ANN KELLY'S	55 CAMINO AGUAJITO
ANTHONY'S STEAK & SEAFOOD HOUS	2030 N FREMONT ST
Ave Maria Convalescent Hospital	1249 Josselyn Canyon Road
BAGEL BAKERY, THE	452 ALVARADO ST
BALESTERI UNLIMITED (Elks Lodge)	150 MAR VISTA DR
Barbara H. Knowles & Company (Round Table Pizza)	375 ALVARADO ST
Bayview Delicatessen BBQ & Market	32 Cannery Row
BAYVIEW GARDENS	399 DRAKE AVE
Easy Street Billiards	511 Tyler Street
MONTEREY PENINSULA KIWANIS	MONTEREY FAIRGROUNDS
BENIHANA	136 OLIVIER ST
Beverly Healthcare Center Monterey	23795 Holman Highway
BLUE FIN BILLIARDS	685 CANNERY ROW
Candy Factory	685 Cannery Row
Carousel Candies	643 Cannery Row
Carousel Candy	31 Wharf #1
Casa Karmelcorn	13 Wharf #1
Rocky Mountain Chocolate Factory	647 Cannery Row
See's Candies	Del Monte Shopping Center
BI-RITE MARKET	250 CASA VERDE WAY
Chevron #1715	2450 N. Fremont Street
CORK N BOTTLE	2210 NORTH FREMONT STREET
Blue Moon Restaurant	654 CANNERY ROW
MONTEREY BAY GAS & MINI MART	1042 DEL MONTE AVE
Nic's Mini Market	701 Lighthouse Avenue
SEVEN ELEVEN 25784A A2233	381 DAVID AVENUE
BON APPETIT @ MONTEREY BAY (Portola Café- Aquarium)	886 CANNERY ROW
Unocal Service Station	1401 Munras Avenue
USA GASOLINE CORPORATION #42	2338 DEL MONTE BLVD
VALNIZZA MARKET	401 OCEAN AVE
BON APPETIT MANAGEMENT CO (Santa Catalina)	3001 SANTA CATALINA
CRABBY JIM'S FISH MARKET	30 WHARF 1
DOCK SIDE FISH MARKET	#13 OLD FISHERMANS WHARF
GROTTO FISH MARKET INC.	39 WHARF I
INTERNATIONAL MARKET & DELI	580 LIGHTHOUSE AVENUE
LIBERTY FISH CO.	43 WHARF I
MONTEREY FISH CO. INC.	WHARF II
BRITANNIA ARMS, THE	444 ALVARADO ST
BUBBA GUMP SHRIMP CO	720 CANNERY ROW
ADVENTURES BY THE SEA	285 FIGUEROA
BULLDOG PUB, THE	611 LIGHTHOUSE AVE
BULLWACKER'S RESTAURANT	653 CANNERY ROW
CABO'S WILD MEXICAN FOOD	46 FISHERMAN'S WHARF 1

ENTITY: CITY OF MONTEREY**BUSINESS CATEGORY****RESTAURANTS AND FAST FOOD CHAINS (Cont'd)**

CAESARS ETC	68 VIA ESPERANZA
CAFE FINA	47 WHARF I
CAFE SERENDIPITY	470 ALVARADO ST
Cages	414 Adams Street
BASKIN-ROBBINS STORE #2339	406 LIGHTHOUSE AVENUE
BAY PARK HOTEL	1425 MUNRAS AVENUE
California Grill	1 Portola Plaza
California Pizza Kitchen	100 Del Monte Center
CANNERY ROW DELICATESSAN	101 DRAKE ST
CAPPUCINO ON THE WHARF	15 WHARF I
CARL'S JR. RESTAURANT	902 LIGHTHOUSE AVENUE
Carmelo Park	966 Carmelo Street
BOTTLES N DELI LIQUORS	1291 10TH ST
Carrows	300 David Avenue
CARUSO'S CORNER	2101 NORTH FREMONT STREET
CASA CAFE & BAR	700 MUNRAS AVENUE
CATCH, THE	6 FISHERMAN'S WHARF #1
CHART HOUSE, THE	444 CANNERY ROW
CHEF LEE'S MANDARIN HOUSE REST	2031 NORTH FREMONT STREET
CHINATOWN RESTAURANT	600 MUNRAS AVE
Café Noir	365 Calle Principal
CHINESE GOURMET EXPRESS	500 DEL MONTE CENTER
CHIPOTLE MEXICAN GRILL	500 DEL MONTE CENTER
CHONG'S KOREAN BBQ-HOUSE	1636 JOSSELYN GYN RD
CHONG'S SEZCHWAN RESTAURANT	485 TYLER STREET
CIBO ITALIAN RESTAURANT	301 ALVARADO STREET
CLUB OCTANE	321 ALVARADO ST
CONSUELO'S OLD MONTEREY BBQ	281 LIGHTHOUSE AVE
CARMEL VALLEY COFFEE ROASTING	316 ALVARADO ST
COWBOY PIZZA COMPANY	640 WAVE STREET
CREATIVE CAKERY	25 SOLEDAD DR
Crepes A Go Go	660 Wave Street #200
CROWN AND ANCHOR, THE	150 W FRANKLIN ST
Crystal Fish	514 LIGHTHOUSE AVE
CULINARY CENTER OF MONTEREY	625 CANNERY ROW
CYPRESS BAKE SHOP	2233 N FREMONT ST
DECADENT TASTIES LLC	249 LAINE ST #C
DEL MONTE GOLF GRILL	1300 SYLVAN PL
Delish Gourmet Catering	1330 Skyline Dr. Apt 29
DENNY'S RESTAURANT #306	2137 NORTH FREMONT STREET
DENNY'S RESTAURANT #38	755 ABREGO STREET
COMPAGNO'S MARKET & DELI	2000 PRESCOTT AVE
DOC'S COMEDY GRILL/LIVE ENT.	180 E FRANKLIN ST
DOMENICO'S Fish Market	50 WHARF 1 STE 21
DOMENICO'S RESTAURANT	50 WHARF I
DONUT HUT, THE	431 WATSON ST APT A

ENTITY: CITY OF MONTEREY**BUSINESS CATEGORY****RESTAURANTS AND FAST FOOD CHAINS (Cont'd)**

DUCK CLUB RESTAURANT	400 CANNERY ROW
DUFFY'S TAVERN	282 HIGH ST
EDDIE'S	2200 NORTH FREMONT STREET
EL ESTERO SNACK BAR	777 PEARL STREET
EL INDIO RESTAURANT	1290 DEL MONTE CENTER
EL PALOMAR MONTEREY	724 ABREGO ST
EL TORITO RESTAURANT #7162	600 CANNERY ROW
ELLIS GREAT AMERICAN REST.	1210 DEL MONTE CENTER
EPSILON	422 TYLER STREET
DOORBELL DINING	882 ABREGO ST
ESPRESSO TO GO & ICE CREAM TOO	6 B FISHERMAN'S WHARF
FISH HOPPER, THE	700 CANNERY ROW BOX O
Francisco's Restaurant	565 ABREGO ST
FRESH CREAM RESTAURANT	99 PACIFIC ST STE C 100
GARDEN DELI	2000 GARDEN RD
Ghirardeli	660 Cannery Row
GIANNI'S PIZZA INC.	725 LIGHTHOUSE AVENUE
Gilbert's Restaurant	30 WHARF I
GO ESPRESSO	851 CANNERY ROW
GOOMBA'S KITCHEN & DELI	469 ALVARADO ST
GRAND CHINA RESTAURANT	738 LIGHTHOUSE AVE
GRANDMAS KITCHEN	2310 N FREMONT ST
GREAT WALL	724 ABREGO ST
Grill at Ryan Ranch	1 Harris Court #103
GRILLO ENTERPRISES	WHARF 2 BOX 168
GUCKENHEIMER/MC GRAW HILL CAFE	20 RYAN RANCH RD
HAPPY DRAGON	2329 N FREMONT ST.
HILTON MONTEREY	1000 AGUAJITO RD
Hospice	100 Barnet Segal Lane
HULA'S	622 LIGHTHOUSE AVE
HYATT REGENCY MONTEREY	1 OLD GOLF COURSE ROAD
INDIA'S CLAY OVEN	150 DEL MONTE AVENUE
INTERNATIONAL MARKET & DELI	580 LIGHTHOUSE AVE
Isabella's @ Wharfside Restaurant	60 FISHERMAN'S WHARF #1
JACK IN THE BOX #9014	889 ABREGO STREET
JAMBA JUICE	398 ALVARADO ST
JOSEPH OPITZ	1201 HOFFMAN AVE
Jose's Mexican Grill	638 Wave Street
JUGEM RESTAURANT	409 ALVARADO STREET
KALISA'S	851 CANNERY ROW
KATHY'S RESTAURANT	700 CASS ST STE 102
KENTUCKY FRIED CHICKEN	865 LIGHTHOUSE AVE
KOTO SUSHI RESTAURANT	400 TYLER ST
Krua Thai	731 Munras Ave. Ste. A
LA CASA BODEGA	500 DEL MONTE AVE
LA FAMILIA RESTAURANT	204 LIGHTHOUSE AVE

ENTITY: CITY OF MONTEREY**BUSINESS CATEGORY****RESTAURANTS AND FAST FOOD CHAINS (Cont'd)**

LALLAPALOOZA	474 ALVARADO ST
KARLEN'S DELI (Bottles N Bins)	898 LIGHTHOUSE AVE
LAYERS SENSATIONAL CAKES	160 WEBSTER ST
LE WAF USA	366 VAN BUREN ST #10
KIWANIS CLUB OF MONTEREY	127 WHITE OAKS LN
LIGHTHOUSE BAR & GRILL	281 LIGHTHOUSE AVE
LILLY MAE'S CINNAMON ROLLS	700 CANNERY ROW STE H2
Lim's Café	980 FREMONT ST
LONDON BRIDGE PUB & TEA RM,THE	WHARF II
LOOSE NOODLE, THE	538 LIGHTHOUSE AVE
Louie Linguini's Seafood Shack	660 Cannery Row
LOULOU'S Griddle in the Middle	WHARF NO. 2
MARGIE'S DINER	320 FREMONT ST
MARIE CALLENDER'S PIE SHOP	1200 DEL MONTE CENTER
MASSARO & SANTOS ON THE PIER	32 CANNERY ROW STE H1
MCDONALD'S	610 DEL MONTE AVENUE
Monterey Bay Catering	2 PORTOLA AVE
MONTEREY BEACH HOTEL	2600 SAND DUNES DRIVE
Monterey Care Center	1575 Skyline Drive
Monterey Courthouse Snackbar	1200 Aguajito Road
MONTEREY JACKS FISH HOUSE/BAR	711 CANNERY ROW
MONTEREY JOE'S	2149 N FREMONT ST
MONTEREY LANES KOFFEE KUP	2161 NORTH FREMONT STREET
Monterey Peninsula Yacht Club	Wharf #2, Box 14
Monterey Pines Golf Course	Garden Road and Fairgrounds
MONTEREY ICE CREAM	491 ALVARADO ST
Monterey Pines Skilled Nursing Facility	1501 Skyline Drive
MONTEREY'S FISH HOUSE INC	2114 DEL MONTE BLVD
MONTRIO BISTRO	414 CALLE PRINCIPAL
MORGAN'S COFFEE AND TEA	498 WASHINGTON ST
MUCKY DUCK, LLC, THE	479 ALVARADO ST
NARA KOREN RESTAURANT	420 TYLER ST
Nell's A Touch of New Orleans	2110 N FREMONT ST
NORMA JEAN RESTAURANT	2339 N FREMONT ST
OCEAN SUSHI DELI	165 WEBSTER ST
OCEAN THUNDER	214 LIGHTHOUSE AVE
OLD FISHERMAN'S GROTTTO, INC	39 WHARF I
OLD MONTEREY CAFE	489 ALVARADO ST
Pacific Rest Residential Care Facility	1100 Pacific Street
PADDLE CLUB, THE	299 CANNERY ROW
PAPA CHANO'S TAQUERIA	462 ALVARADO ST
Osio Cinema & Bergman Café	350 Alvarado Street
Paradise Island Blends	1 PORTOLA PLZ
Paris Bakery	444 Washington Street
PARK LANE/CLASSIC RES.BY HYATT	200 GLENWOOD CIRCLE
PARKER-LUSSEAU PASTRIES	539 HARTNELL ST

ENTITY: CITY OF MONTEREY**BUSINESS CATEGORY****RESTAURANTS AND FAST FOOD CHAINS (Cont'd)**

PARKER-LUSSEAU PASTRIES	731 MUNRAS AVE STE C
PEDAL STOP CAFE	99 PACIFIC ST STE 255C
PELICAN PIZZA	522 LIGHTHOUSE AVE
PENINSULA BAKING COMPANY	518 LIGHTHOUSE AVE
PETRA CAFE	435 ALVARADO ST
PINO'S ITALIAN CAFE	211 ALVARADO ST
PIZZA GROTTTO	1244 MUNRAS AVE
PIZZA MY HEART	630 DEL MONTE CENTER
PLUMES COFFEE HOUSE	400 ALVARADO ST
PORTOBELLOS	2004 FAIRGROUNDS RD
PRETZEL TIME #3553	520 DEL MONTE CENTER U-526
PRONTO RESTAURANT	21 SOLEDAD DR
PUERTO MEXICO	25 FISHERMAN'S WHARF #1
QUIZNO'S SUB	459 ALVARADO ST
QUIZNO'S SUB	675 Lighthouse Ave.
RANDY'S SANDWICH SHOP	1193 D 10TH ST
RAPPA INC	101 WHARF I
ROSINE'S	434 ALVARADO STREET
SAKURA JAPANESE RESTAURANT	574 LIGHTHOUSE AVENUE
SANDBAR AND GRILL	WHARF II POB 16
SANTA LUCIA MARKET	484 WASHINGTON ST STE A & C
SAPPORO STEAK AND SUSHI	WHARF II
SARDINE FACTORY	701 WAVE STREET
Schooners Bistro on the Bay	400 Cannery Row
SEA HARVEST	598 FOAM STREET
SEA HARVEST	598 FOAM STREET
SEA LION CAFE	601 WAVE ST STE 200
SEGOVIA'S	650 LIGHTHOUSE AVENUE
Shane's Irish Pub	401 LIGHTHOUSE AVE
SHNARLEY'S	685 CANNERY ROW STE 101
SIAMESE BAY RESTAURANT	131 WEBSTER ST
SIDEWALK CAFE	2240 N FREMONT ST
SLY MCFLY	700 CANNERY ROW STE A
SNAX FIFTH AVENUE	72 WELLINGS PLACE
STARBUCKS COFFEE #5357	461 ALVARADO
STARBUCK'S COFFEE #5978	711 CANNERY ROW STE A & B
STARBUCKS COFFEE #601	492 DEL MONTE CENTER #438
STEINBECK EXPRESSO BAR	700 CANNERY ROW STE F
STOKES ADOBE	500 HARTNELL ST
SUBWAY SANDWICHES & SALADS	195 W FRANKLIN ST
SUBWAY STORE #25541	791 FOAM ST
TABOULI'S	309 LIGHTHOUSE AVE
TACO BELL #5760	321 ALVARADO ST
TAQUERIA DEL MAR	530 LIGHTHOUSE AVE
TASTE OF MONTEREY, A	700 CANNERY ROW
THAI CAFE	731 A MUNRAS AVE

ENTITY: CITY OF MONTEREY**BUSINESS CATEGORY****RESTAURANTS AND FAST FOOD CHAINS (Cont'd)**

The Gallery	615 Lighthouse
THREE FLAGS CAFE	350 CALLE PRINCIPAL
TOTOYA JAPANESE RESTAURANT	867 WAVE ST STE B
TRAILSIDE CAFE	550 WAVE ST
TROIAS MARKET	350 PACIFIC ST
TURTLE BAY TACQUERIA	431 TYLER ST
TUTTO BUONO	425 VAN BUREN ST
Veggie 2U	1126 Del Monte
Victorian Residential Care Homes	2560 Garden Road
Community Hospital of the Monterey Peninsula	23625 Holman Highway
MONTE VISTA MARKET	15 SOLEDAD DR
NOB HILL GENERAL STORE #612	900 LIGHTHOUSE AVENUE
SAFEWAY STORE #465	528 MUNRAS AVENUE
SAFEWAY STORES INC. #953	2370 NORTH FREMONT STREET
WHOLE FOODS MARKET CALIF., INC	800 DEL MONTE CENTER
American Legion	Jefferson Street
Calvary Chapel	3001 Monterey Salinas Hwy
Elk's Lodge	150 Mar Vista
Phillipino Community Club	629 Pearl Street
Portugese Hall FDES	950 Casanova Ave
The Club at Heritage Harbor	Pacific Street
Old Capital Club	516 Polk Street
Pacheco Club	602 Abrego Street
VIVA MONTEREY	414 ALVARADO STREET
Way Station	1200 Olmsted Road
WHALER RESTAURANT	635 CASS ST
WHALING STATION INN RESTAURANT	763 WAVE STREET
Whole Foods Cooking School	Del Monte Center
WILD PLUM CAFE & BAKERY, THE	731 B MUNRAS AVE
Wings Chinese	429 Alvarado Street
WON JU KOREAN RESTAURANT	570 LIGHTHOUSE AVE
WORD OF MOUTH GOURMET CATERERS	433 BELDEN ST
Zocalo	481 ALVARADO ST

ENTITY: CITY OF SEASIDE**BUSINESS CATEGORY****AUTOMOTIVE REPAIR SHOPS AND GAS STATIONS**

Name	Address
A S VOLKSWAGEN DIVISION	1943 DEL MONTE BLVD
AAMCO TRANSMISSION OF SEASIDE	1925 DEL MONTE BLVD
ALL AUTOMOTIVE	1490 DEL MONTE BLVD STE B
AUTOTORIUM SERVICE CENTER INC	1648 DEL MONTE BLVD
BUTTS PONTIAC CADILLAC INC	4 HEITZINGER PLAZA
CARDINALE GMC MITSUBISHI SUZUKI	3 HEITZINGER PLAZA
CARDINALE NISSAN	1661 DEL MONTE BLVD
COATS PAINT AND AUTO BODY SHOP	1223 FREMONT BLVD B
CYPRESS COAST FORD LINCOLN MERCURY	4 GEARY PLAZA
CYPRESS COAST MAZDA & SUBARU	2 GEARY PLAZA
D AMBROSIO AUTO SERVICE	1550 FREMONT BLVD
DEL REY VALERO 70279	1550 FREMONT BLVD
FEENEY MOTORS	1640 DEL MONTE BLVD
GAS-N-SAVE PDQ	2000 DEL MONTE BLVD
HANS AUTO REPAIR	384 OLYMPIA AVE
JACK FOX AUTO SERVICE	590 OLYMPIA AVE
K AND H AUTO REPAIR	1636 DEL MONTE BLVD
KRAGEN AUTO PARTS 4079	1720 FREMONT BLVD
LARRY MENKE, INC	6 HEITZINGER PLAZA
LAVENDER BROTHERS AUTO	1965 DEL MONTE BLVD
LEXUS MONTEREY PENINSULA	1721 DEL MONTE BLVD
LOVE MOTORS	3 GEARY PLAZA
M2 COLLISION CARE CENTER	1670 DEL MONTE BLVD
MIDAS SEASIDE	1543 DEL MONTE BLVD
MONTEREY BAY MOTOR WORKS	1875 THE MALL
MONTEREY JAGUAR LAND ROVER	1711 DEL MONTE BLVD
MONTEREY PENINSULA POWERSPORTS	1020 AUTO CENTER PARKWAY
MR LUBRICATION INC	1629 DEL MONTE BLVD
MY BMW PORSCHE	1 GEARY PLAZA
MY INFINITI	1340 FREMONT BLVD
MY PORSCHE	1781 DEL MONTE AVE
ROD AND ROS GAS FOOD MART	1898 FREMONT BLVD
ROD AND ROS GAS FOOD MART	1898 FREMONT BLVD
ROSE AUTOMOTIVE	2003 DEL MONTE BLVD
SASAKI BROS AUTOMOTIVE SERVICE	1102 FREMONT BLVD
SEASIDE SHELL	1600 CANYON DEL REY
SEASIDE TIRE AND SERVICE	1735 FREMONT BLVD
SEVEN ELEVEN 16747	1212 FREMONT BLVD
VAL STROUGH HONDA MAZDA	1 HEITZINGER PLAZA
VICTORY TOYOTA	5 HEITZINGER PLAZA
WAYSIDE GARAGE	1901 DEL MONTE BLVD
WESTER VOLKSWAGEN DODGE	1851 THE MALL
YAMAHA SUZUKI SPORTS CENTER	1717 FREMONT BLVD STE B

ENTITY: CITY OF SEASIDE**BUSINESS CATEGORY****RESTAURANTS AND FAST FOOD CHAINS**

Name	Address
7-11 Store	1212 Fremont Blvd.
7-11 Store	2301 N. Fremont St.
American Legion, No. 591	1000 Playa Ave. SE
Angelina's Bakery & Deli Café	1725 Fremont Blvd.
Baker's Wife	1586 Del Monte Ave.
Baldemiros Taco Shop	2008 Fremont Blvd
Bangkok Grocery	1482 Fremont Blvd.
Barn Thai Restaurant	1760-F1 Fremont Blvd.
Baskin Robbin's Ice Cream	1534 Fremont Blvd.
Bayonet / Blackhorse Golf Course	4100 Mc Clure Way
Breakfast Club	1130-201 Fremont Blvd.
Burger King	1090 Fremont Blvd.
Carl's Jr.	1142 Fremont Blvd.
Church's Fried Chicken	1390 Fremont Blvd.
Curly's Chicken	1107 Fremont Blvd.
Cypress Bakery	1267 Broadway Avenue
Domino's Pizza	1022-B Broadway Ave.
El Charro	1620 Fremont Blvd.
El Jalapeno Mexican Restaurant	1157 Fremont Blvd.
El Miguelino Restaurant	1066 Broadway Ave.
Elk's Lodge	1069 Broadway Ave.
Embassy Suites Hotel	1441 Canyon Del Rey
Emy's Café	1901 Fremont Blvd.
Ferdi's Restaurant	740 Broadway Ave. SE
Fishwife	789 Trinity Ave.
Food Corner Market	1800 Noche Buena
Fuji Japanese Restaurant	1760 Fremont Street Suite, # H4
Garcia's Taqueria	1022 Broadway Ave.
Golden China Restaurant	1784 Fremont Blvd.
Grand Buffet	1732 Fremont Blvd.
Gyro's & Falafel House	1584 Del Monte Blvd.
Holiday Inn Express	1400 Del Monte Blvd.
Ichi Riki	1603 Del Monte Blvd.
Jack in the Box	1533 Fremont Blvd.
Jose's Restaurant	1610-1612 Contra Costa
Kentucky Fried Chicken	1175 Fremont Blvd.
Kim's Rice Cake	1780-C Fremont Blvd.
Kmart #3041	1590 Canyon Del Rey
La Morenita Tortilleria and Meat Market	1876 Fremont Street
La Pasadita	720 Broadway Ave
La Tortuga Torteria	1257 Fremont Blvd.
La Villa Taqueria	766 Broadway Ave.
Laguna Café	1520 Del Monte Blvd.
Little Caesar's Pizza	1130-102 Fremont Blvd.
Los Compadres Restaurant	1104 Broadway Ave.

ENTITY: CITY OF SEASIDE**BUSINESS CATEGORY****RESTAURANTS AND FAST FOOD CHAINS (Cont'd)**

Magat's Oriental Market	1760 Fremont Blvd H-3
Mal's Market	1264 Noche Buena
Manila Garden Restaurant	1760-B1 Fremont Blvd.
Marisco's Puerto Nuevo	580 Broadway Ave.
McDonald's	1433 Fremont Blvd.
McDonald's	1516 Canyon Del Rey
Mi Tierra Market	1000 Broadway Avenue
Nation's Market	1546 Sanoma Ave.
New China Restaurant	1153 Fremont Blvd.
Orient Express	1884 Fremont Blvd
Pacifica Café	1441 Canyon Del Rey Blvd.
Palermo Bakery	1620 Fremont Blvd.
Papa Chuy	1760-A2 Fremont Blvd.
Papa Murphy's	1157 Fremont St.
Paris Bakery	1232 Broadway Avenue
Patch's Sandwich Shop	1642 Del Monte Blvd.
Pizza Hut	1774-A Fremont Blvd.
Reds Donuts	1646 Fremont Blvd.
Rosey's Deli	580 Broadway Ave.
Round Table Pizza	1717 Fremont Blvd.
San Pablo Bakery	1048 Broadway
San Pablo Restaurant	400 Palm Ave.
Sarita's	1936 Fremont Blvd.
Senor Taco	1742 Fremont Blvd.
Service Deli	Fort Ord
Sidelines	2110 N. Fremont St.
Simple Elegance Catering	1000 Playa Ave.
Stammtisch German Restaurant	1206-C Echo Ave.
Subway	1534 Fremont Blvd.
Taco Bell	1830 Fremont Blvd.
Texas Style Open Pit	1043-A Broadway Ave.
The Baker's Wife	613 Ortiz Ave.
The Orient Restaurant	1760-C2 Fremont Blvd.
Thuy Duong	1104 C&D Broadway Ave.
Tommy's	1567 Fremont Blvd.
Turtle Bay Taqueria	1301 Fremont Street
Wendy's	1180 Fremont Blvd.
Yen Ching	1868 Fremont Blvd.
Zimatlan Bakery	768 Broadway Avenue

ENTITY: CITY OF DEL REY OAKS	
BUSINESS CATEGORY	
AUTOMOTIVE REPAIR SHOPS AND GAS STATIONS	
Name	Address
DAVID LOOP EUROPEAN	160 CALLE DEL OAKS STE B
DEL REY CAR WASH	810 CANYON DEL REY
SEVEN ELEVEN 33011	425 CANYON DEL REY BLVD
BUSINESS CATEGORY	
RESTAURANTS AND FAST FOOD CHAINS	
Name	Address
7-11 Store # 33011	425 Canyon Del Rey
Clementine's Kitchen	465 Canyon Del Rey
Jack in the Box # 3478	435 Canyon Del Rey
Moose Lodge	555 Canyon Del Rey
Quiznos Subs	461 Canyon Del Rey
Ralph's supermarket #994	815 Canyon Del Rey
Starbucks Coffee	441 Canyon Del Rey

ENTITY: CITY OF MARINA**BUSINESS CATEGORY****AUTOMOTIVE REPAIR SHOPS AND GAS STATIONS**

Name	Address
A & J MOBILE SERVICES	3344 PAUL DAVIS DR STE 3
ANDYS AUTO BODY	3016 DEL MONTE AVE STE A
BEACON STATION 3730	3144 DEL MONTE BLVD
C A R SPECIALISTS INC	3032 DEL MONTE BLVD
KRAGEN AUTO WORKS 470	250 RESERVATION RD
MARINA AUTO SERVICE	3016 DEL MONTE BLVD
MARINA GAS DIESEL FOOD MOTEL	416 RESERVATION RD
MARINA SHELL	3030 DEL MONTE AVE
ROBERT BOBS AUTO	265 RESERVATION RD A
SEVEN ELEVEN 17488	320 RESERVATION RD
SEVEN ELEVEN 25802	3076 DEL MONTE BLVD
TOMMYS GAS AND FOOD MART	3044 DEL MONTE BLVD

BUSINESS CATEGORY**RESTAURANTS AND FAST FOOD CHAINS**

Name	Address
Airport Restaurant Marina	771 Neeson Rd.
7-11 Store	3076 Palm ave.
7-11 Store	320 Reservation Rd.
7-11 Store	Reservation & Beach Rd.
A Paradise Pizza	215 Reservation Rd.
Airport Café	771 Neeson Rd.
AJ Spurs	3295 Marina Dunes Rd.
Albertson's	270 Reservation Rd.
American Legion, No. 694	694 Legion Way
Army Reserve Center	701 Imjin Rd.
Asian Delight Filipino Restaurant	3170-G Vista Del Camino
Bamboo Pavilion	265 F Reservation Rd.
BBQ House	330-A Reservation Rd.
Burger King	200 Reservation Rd.
Carmel Meat co.	3345 Marina Greens Rd
CSUMB Deli	CSUMB (near dining hall)
CSUMB Dining Hall	CSUMB, Bldg. #3641
Denny's Restaurant	110 Reservation Rd.
Dishes Bistro and Grill	265 Reservation Rd.
Domino's Pizza	265-Q Reservation Rd.
Donuts & Bagels	272-I Reservation Rd.
El Palmar	3102 Del Mnte Blvd.
El Rancho Market	346 Reservation Rd.
English Ales Brew Pub	223 Reindollar Ave.
Filipino American Community Club	192 Paddon Pl.
Food Corral	298 Carmel Ave.
Francisco's Restaurant	262-B Reservation Rd

ENTITY: CITY OF MARINA**BUSINESS CATEGORY****RESTAURANTS AND FAST FOOD CHAINS (Cont'd)**

Ho Wah Restaurant	3116A Del Monte Ave.
Isidro's Taqueria	3046 Del Monte Ave
Jack in the Box #3485	211 Reservation Rd.
Jang Choong Dond	300 C-D Carmel Ave.
Kentucky Fried Chicken	3134 Del Monte Ave.
Korean Restaurant	265 A&B Carmel Ave.
Lee's Garden Restaurant	215-A Reservation Rd.
Lola's Kusina	265-J Reservation Rd.
Lutheran School	425 California Ave.
Marina Club	204 Carmel Ave.
Marina Community Center	211 Hillcrest Ave.
Marina Grocery Outlet	215 Reservation Rd.
Marina Seafood Restaurant	3056 Del Monte Blvd. #107
Marina Village Restaurant	215 Reservation Rd.
McDonald's	267 Reservation Rd.
Mecca Delicatessen	215 Reservation Rd.
Michael's Grill & Taqueria	265 I Reservation Rd.
Mountain Mike's Pizza	266-D Reservation Rd.
New Korea Restaurant	300 B Carmel Ave.
New Tokyo Japanese	3170 N. Vista Del Camino
Ord Market	2700 Imjin Rd.
Ord Market	2700 Imjin Rd.
Papa Chuy Taco Shop	3038 Del Monte Blvd.
Papa Murphy's Pizza	3158 Del Monte Ave.
Presidio of Monterey Annex Snack Bar	Presidio of Mont. Annex (FO)
Presidio of Monterey Burger King	Presidio of Mont. Annex (FO)
Quiznos	3156 Del Monte Ave.
Round Table Pizza	3120 Del Monte Blvd.
Sarita's Mexican Food	342 Reservation Rd.
Starbucks Coffee	3148 Del Monte Ave.
Subway	266-J Reservation Rd.
Taco Bell / Pizza Hut	Reservation Rd.
Thai Cuisine	210 Reindollar Ave.
Tico's Breakfast & Lunch	330-H Reservation Rd.
Tommy's Restaurant	204 Cypress Ave.
VFW, Post #811	3131 Crescent Ave.
Wild Thyme Delicatessen	455 C Reservation Rd.
Yamato Japanese Restaurant	3116-D Del Monte Blvd.

ENTITY: MONTEREY COUNTY**BUSINESS CATEGORY****AUTOMOTIVE REPAIR SHOPS AND GAS STATIONS**

Name	Address	Community
CARMEL VALLEY CHEVRON	38 W CARMEL VALLEY RD	CARMEL VALLEY
CARMEL VALLEY GARAGE	14 CARMEL VALLEY RD	CARMEL VALLEY
BEACON STATION 3728	11775 MERRITT ST	CASTROVILLE
CASTROVILLE AUTO REPAIR, INC	11501 MERRITT ST	CASTROVILLE
CASTROVILLE CHEVRON SERVICE	11601 MERRITT ST	CASTROVILLE
CASTROVILLE UNION 76 #256024	11400 MERRITT ST	CASTROVILLE
GONZALEZ AUTO SERVICE AND SMOG	11551 MERRITT ST	CASTROVILLE
HAN'S REBUILDING	10800 MCDOUGAL ST STE D	CASTROVILLE
QUALITY COLLISION AUTO WORKS	11098 WOOD ST	CASTROVILLE
SELBY PETROLEUM INC	11000 COMMERCIAL PKWY	CASTROVILLE
URIBE'S DIESEL & GASOLINE	10800 MCDOUGALL ST STE C	CASTROVILLE
BENITO'S AUTO BODY SHOP	23 SAN JUAN RD UNIT B	PAJARO
MR LUBRICATION, INC	8485 N PRUNEDALE RD	PRUNEDALE
PRUNEDALE VALERO	2347 SAN MIGUEL CYN RD	PRUNEDALE
RYAN'S AUTOMOTIVE	10161 REESE CIR STE D	PRUNEDALE
STEVE BRADFORD AUTOMOTIVE	901 EL CAMINO REAL N STE A	PRUNEDALE
VALLEY AUTO WORKS	816 EL CAMINO REAL N STE B	PRUNEDALE
BROTHERS ROYAL OAKS MKT	12 MAHER RD	ROYAL OAKS
CASILLAS BROTHERS BEACON	100 HWY 68	SALINAS
TORO PARK REFUELING STATION	501 HIGHWAY 68	SALINAS
ALLIANCE GAS PRODUCTS	4 SAN JUAN RD	WATSONVILLE
CHAZ AUTO	38 PORTER DR	WATSONVILLE
COAST GAS-WATSONVILLE	885 SALINAS RD	WATSONVILLE
DIAZ GARAGE	23 SAN JUAN RD	WATSONVILLE
HILLTOP MINI MART	1007 SALINAS RD STE A	WATSONVILLE
M & A AUTO REPAIR	46 PORTER DR	WATSONVILLE
MEDINA AUTO REPAIR	46 PORTER DR #3	WATSONVILLE
MONTEREY AUTO BODY SHOP	125 SALINAS RD BLDG 3	WATSONVILLE
MORENO PETROLEUM CO	33 ASSOCIATED LN	WATSONVILLE
MORIMOTO'S TRANSMISSION	66 BROOKLYN ST STE A	WATSONVILLE
NOLASCO BODY SHOP	70 ELKHORN RD	WATSONVILLE
PAJARO AUTO CENTER	225 SALINAS RD BLDG 4-B	WATSONVILLE
QUIK STOP MARKET #77	1 PORTER DR	WATSONVILLE
RENTERIA'S TIRE SERVICE & MECHANICS	300 SALINAS RD	WATSONVILLE
STURDY OIL-FERM'S SERVICE	41 PORTER RD	WATSONVILLE
WEST COAST AUTO SERVICE	21 BISHOP ST	WATSONVILLE

BUSINESS CATEGORY**RESTAURANTS AND FAST FOOD CHAINS**

Name	Address	Community
Boronda Elementary School	1106 Fontes Ln.	BORONDA
Fruteria Mexican #2	Fontes Ln.	BORONDA
Marriot Residence Inn	17215 El Rancho Way	BORONDA

ENTITY: MONTEREY COUNTY**BUSINESS CATEGORY****RESTAURANTS AND FAST FOOD CHAINS (Cont'd)**

Marriott Courtyard Inn	17225 El Rancho Way	BORONDA
Baja Cantina and Grill	7166 Carmel Valley Rd.	CARMEL VALLEY
Baum and Blume	4 El Caminito Rd.	CARMEL VALLEY
Café Rustica	10 Delfino Place	CARMEL VALLEY
Chatter Box	Carmel Valley Village Center	CARMEL VALLEY
Jeffrey's Grill & Catering	112 Mid Valley Shopping Center	CARMEL VALLEY
Marinus @ Bernardus Lodge	415 Carmel Valley Road	CARMEL VALLEY
New Summer House	6 Pilot Road	CARMEL VALLEY
Plaza Linda	9 Delfino Place	CARMEL VALLEY
Running Iron	24 E. Carmel Valley Rd.	CARMEL VALLEY
Salt and Pepper Café	13 W. Carmel Valley Rd.	CARMEL VALLEY
Taqueria del Valle	19 Carmel Valley Rd.	CARMEL VALLEY
Thai Village	7 Delfino Place	CARMEL VALLEY
The Covey	8205 Valley Greens Drive	CARMEL VALLEY
The Oaks @ Carmel Valley Ranch	Old Ranch Road	CARMEL VALLEY
Will's Fargo	Carmel Valley Village	CARMEL VALLEY
Adams Wholesale Co.	10830 Merritt St.	CASTROVILLE
Alfonso's Mexican Restaurant	11252 Merritt St.	CASTROVILLE
Burger King	11290 Merritt St.	CASTROVILLE
Castroville Inn	10701 Merritt St.	CASTROVILLE
Castroville Liquors	10694 Merritt St.	CASTROVILLE
Castroville Produce	10501 Merritt St.	CASTROVILLE
Central Texan BBQ	10500 Merritt St.	CASTROVILLE
Don Chuy's Restaurant	10768 Merritt St.	CASTROVILLE
Fiesta Nightclub	10660 Merritt St.	CASTROVILLE
Franco's Restaurant	10639 Merritt St.	CASTROVILLE
Giant Artichoke Deli	11241 Merritt St.	CASTROVILLE
Giant Artichoke Restaurant	11261 Merritt St.	CASTROVILLE
Guadalajara Bakery #3	11050 Preston	CASTROVILLE
La Alcachofa	10670 Merritt St.	CASTROVILLE
La Fortuna Bakery	11286 Merritt St.	CASTROVILLE
La Sculoa	10700 Merritt St.	CASTROVILLE
Li Yuen	11578 Merritt St.	CASTROVILLE
Mariscos El Nayarita	10624 Merritt St.	CASTROVILLE
Mexico Produce 2 INC.	10905 Merritt St.	CASTROVILLE
Michoacan Meat Market	10830 Merritt St.	CASTROVILLE
Mike's Place	10749 Merritt St.	CASTROVILLE
Missing Hole Donuts	11572 Merritt St.	CASTROVILLE
Moreno's Bar and Restauant	10499 Merritt St.	CASTROVILLE
Mo's Liquor and Shell	10784 Merritt St.	CASTROVILLE
My Choice Deli & Café	11276 Merritt St.	CASTROVILLE
Nick's Highway Market	11394 Merritt St.	CASTROVILLE
Normas Coffee	11221 Merritt St.	CASTROVILLE
Reynoso Meat Market	10696 Merritt St.	CASTROVILLE
Reynoso Super Market	10750 Merritt St.	CASTROVILLE
Round Table Pizza	11200 Merritt St.	CASTROVILLE

ENTITY: MONTEREY COUNTY**BUSINESS CATEGORY****RESTAURANTS AND FAST FOOD CHAINS (Cont'd)**

Super Max	11288 Merritt St.	CASTROVILLE
Taco Bell	11256 Merritt St.	CASTROVILLE
Taqueria El guerito #1	11576 Merritt St.	CASTROVILLE
The Patio Drive In	11616 Merritt St.	CASTROVILLE
Trolley Car Pizza	10961 Merritt St.	CASTROVILLE
Ultramart #1728	11775 Merritt St.	CASTROVILLE
Burger King	8093 San Miguel Canyon Rd.	PRUNEDALE
China Palace	17591 Vierra Canyon Rd.	PRUNEDALE
Country Bakery and Café	8051 San Miguel Canyon Rd.	PRUNEDALE
Country Kitchen	17500 Vierra Canyon Rd.	PRUNEDALE
La Cabana Taqueria	2329 San Miguel Canyon Rd.	PRUNEDALE
Mc Donalds	17537 Vierra Canyon Rd.	PRUNEDALE
Norma's	17535 Vierra Canyon Rd.	PRUNEDALE
Round Table Pizza	8035 San Miguel Canyon Rd.	PRUNEDALE
Sarita's	Prunedale Shopping Center	PRUNEDALE
Subway Sandwiches	17563 Vierra Canyon Rd.	PRUNEDALE
Thai Kitchen	8069 San Miguel Canyon Rd.	PRUNEDALE

Inspection Checklist for Gasoline Stations

Date of Inspection	
Facility Name	
Facility Address	
Facility Contact Person	
Facility Telephone	
Inspector's Name	

GENERAL FACILITY	YES	NO	OTHER
Are leaks and drips spot cleaned routinely?			
Is a spill response plan maintained and kept current?			
Are materials and waste managed to reduce adverse impacts on storm water quality?			
Are all employees trained upon hiring, and annually thereafter on personal safety, chemical management, and proper methods for handling and disposing of waste?			
Are drains labeled within the facility boundary, by paint/stencil (or equivalent), to indicate whether they flow to an on-site treatment device, directly to the sanitary sewer, or to a storm drain.			
Are storm drain inlets and catch basins inspected and cleaned within the facility boundary before October 1 each year?			
FUEL DISPENSING AREAS	YES	NO	OTHER
Are fuel dispensing areas maintained using dry cleanup methods such as sweeping for removal of litter and debris, or use of rags and absorbents for leaks and spills, and never washed down unless the wash water is collected and disposed of properly?			
Are underground storage tanks fitted with spill containment and overfill prevention systems meeting the requirements of Section 2635(b) of Title 23 of the California Code of Regulations?			
Are fuel dispensing nozzles fitted with "hold-open latches" (automatic shutoffs) except where prohibited by the local fire department?			
Are signs posted at the fuel dispenser or fuel island warning vehicle owners/operators against "topping off" of vehicle fuel tanks?			

OUTDOOR WASTE RECEPTACLE AREA	YES	NO	OTHER
Are leaks and drips spot cleaned routinely?			
OUTDOOR WASTE RECEPTACLE AREA (CONT'D)	YES	NO	OTHER
Is storm water pollution from outside waste receptacles minimized by doing at least one of the following?			
Use of only watertight waste receptacle(s) and keep the lid(s) closed			
Grading and paving the waste receptacle area to prevent run-on of storm water			
Installing a roof over the waste receptacle area			
Installing a low containment berm around the waste receptacle area			
Using and maintaining drip pans under waste receptacles			
AIR/WATER SUPPLY AREA	YES	NO	OTHER
Is storm water pollution from air/water supply areas minimized by doing at least one of the following:			
Spot cleaning leaks and drips routinely to prevent runoff of spillage			
Grading and paving the air/water supply area to prevent run-on of storm water			
Installing a roof over the air/water supply area			
Installing a low containment berm around the air/water supply area.			
ACTIONS TAKEN FOLLOWING INSPECTION	YES	NO	COMMENTS
Responsible party requested to correct any deficiencies noted above? (Include date notice was sent)			
Site reinspected following corrective action by responsible party? (Include date of reinspection)			
Deficiencies found to be corrected during reinspection?			
Further action taken or necessary following reinspection? (Describe)			

Inspection Checklist for Food Service Facilities

Date of Inspection	
Facility Name	
Facility Address	
Facility Contact Person	
Facility Telephone	
Inspector's Name	

HOUSEKEEPING	YES	NO	OTHER
<i>Equipment Cleaning</i>			
<u>Indoor Cleaning:</u> Is equipment cleaned in a designated area, such as a mop sink, pot sink, or floor area with a drain connected to the sanitary sewer?			
<u>Outdoor Cleaning:</u> Is equipment cleaned in a designated covered, bermed area with a drain connected to the sanitary sewer?			
Is equipment cleaned outdoors in any area where water may flow to a street, gutter, storm drain, or creek?			
Are floor mats used that are small enough to be cleaned inside in a mop sink or near a floor drain?			
Are floor mats that are too big to clean indoors, taken to a self-service car wash to clean?			
<i>Grease Handling and Disposal</i>			
Is oil, grease, sauce, salad dressings, or waste grease prevented from being poured down a storm drain, or into a dumpster?			
Is waste grease from grease interceptors and traps being properly disposed of by a responsible disposal firm (such as one listed under "Grease Traps" and "Septic tanks" in the yellow pages)?			
SPILL CLEANUP AND SURFACE CLEANING	YES	NO	OTHER
<i>Spill Prevention</i>			
Is the Spill Response Plan maintained and kept current?			
Is the distance between waste collection points and storage areas minimized?			
Are all solid and liquid wastes contained and covered?			
Are absorbent materials and other spill response equipment maintained in accordance with local			

regulations and procedures for containment and cleanup of different spills, and are they easily accessible from anywhere in the shop?			
Are leaks and drips spot cleaned routinely?			
SPILL CLEANUP AND SURFACE CLEANING (CONT'D)	YES	NO	OTHER
Are floor drains connected to or discharge to the sanitary sewer system, and <u>not</u> to the storm drain system?			
<i>Spill Cleanup</i>			
Are spills stopped at the source?			
Is wash water from spill cleanup prevented from flowing to a gutter or a storm drain?			
Are granular absorbents (e.g. cat litter) used to absorb spills?			
EDUCATION AND TRAINING	YES	NO	OTHER
Are all employees trained upon hiring, and annually thereafter on personal safety, chemical management, and proper methods for handling and disposing of waste?			
Are instructional/informational signs regarding storm water pollution posted around the shop for customers and employees?			
Are signs placed on faucets (hose bibbs) reminding employees and customers to conserve water and not to use water to clean up spills?			
Are drains labeled within the facility boundary, by paint/stencil (or equivalent), to indicate whether they flow to an on-site treatment device, directly to the sanitary sewer, or to a storm drain?			
DUMPSTER AND LOADING DOCK AREAS	YES	NO	OTHER
Are dumpster lids kept closed to keep out the rainwater?			
Are dumpsters or the dumpster enclosures kept locked to prevent illegal dumping?			
Is liquid waste or leaky garbage bags placed in the dumpster?			
Are leaking dumpsters and compactors, and dumpsters that need to be cleaned out serviced by the dumpster leasing company?			
Are spill cleanup materials handy near the dumpster and loading dock areas?			

COOLING AND REFRIGERATION EQUIPMENT MAINTENANCE	YES	NO	OTHER
Are all discharges from cooling and refrigeration equipment going to the sanitary sewer and not to the street, storm drain, or creek?			

ACTIONS TAKEN FOLLOWING INSPECTION	YES	NO	COMMENTS
Responsible party requested to correct any deficiencies noted above? (Include date notice was sent)			
Site reinspected following corrective action by responsible party? (Include date of reinspection)			
Deficiencies found to be corrected during reinspection?			
Further action taken or necessary following reinspection? (Describe)			

Inspection Checklist for Vehicle Service Facilities

Facility Name	
Facility Address	
Facility Contact Person	
Facility Telephone	
Inspector's Name	
Date of Inspection	

HOUSEKEEPING	YES	NO	OTHER
Are drip pans used under leaking vehicles to capture fluids?			
Are shop floors and other paved surfaces regularly swept, vacuumed, or mopped rather than hosed down?			
Are all unnecessary hoses removed to discourage washing down floors and outside paved areas?			
Are all metal filings, dust, and paint chips collected from grinding, shaving, and sanding disposed of properly?			
Is all dust from other activities (e.g. brake pad dust) collected and disposed of in compliance with local requirements?			
Are cleaning rags recycled through an industrial laundry?			
Are storm drain inlets, catch basins, and any storm water treatment systems within the facility boundary inspected and cleaned before October 1 each year?			
Are storm water treatment facilities within the facility boundary being properly maintained?			
Are storm drains labeled with "No Dumping – Discharges to Ocean"?			
Are vehicles that are received to be parted or scavenged parked on a paved surface and immediately drained of gasoline and other fluids, and are these fluids properly disposed of?			
Are drip pans in place to catch leaking fluids?			
Are all fluids drained from components, such as engine blocks, which are stored for reuse or reclamation?			
Are these components kept under cover and on a drop pan or sealed floor?			
STORAGE	YES	NO	OTHER
Are hazardous materials and wastes, including waste containers of antifreeze and oil, stored in secondary containment where they are protected from rain and in a			

way that prevents spills from reaching the sanitary sewer or storm drain?			
Are lids kept on waste barrels and containers, and stored indoors or under cover to reduce exposure to rain?			
STORAGE (CONT'D)	YES	NO	OTHER
Are all hazardous wastes labeled according to hazardous waste regulations?			
Are wastes kept separate to increase waste recycling/disposal options and to reduce costs?			
Is waste oil prevented from being mixed with fuel, antifreeze, or chlorinated solvents?			
Are all bulk fluids and wastes double contained to prevent accidental discharges to the sewer and storm drain?			
Are all storage areas kept clean and dry, so that leaks and spills are detected as soon as possible?			
Are new and old batteries stored securely to avoid breakage and acid spills during earthquakes?			
Are all of the shelves secured to the wall?			
Are all used batteries stored indoors and in plastic trays to contain potential leaks?			
Are all old batteries recycled?			
SPILL CONTROL <i>(Note: The Best Spill Control is Prevention)</i>	YES	NO	OTHER
Is the spill response plan maintained and kept current, and are all employees trained on the elements of the plan?			
Is the distance between waste collection points and storage areas minimized?			
Are all solid and liquid wastes contained and covered, especially during transfer?			
Are absorbent materials purchased and maintained in accordance with local regulations and procedures for containment and cleanup of different spills?			
Are they easily accessible from anywhere in the shop?			
Are the leaks and drips spot cleaned routinely?			
Are the floor drains checked to ensure that they are not connected to or discharge to the storm drain system?			
OUTDOOR WASTE RECEPTACLE AREAS	YES	NO	OTHER
Are leaks and drips cleaned routinely to prevent runoff of spillage?			
Is the possibility of pollution from outside waste receptacles minimized by doing at least one of the			

following:			
Using only watertight waste receptacle(s) and keeping the lid(s) closed, or			

OUTDOOR WASTE RECEPTACLE AREAS (CONT'D)	YES	NO	OTHER
Grading and paving the waste receptacle area to prevent run-on of storm water, and installing a low containment berm around the waste receptacle area or installing a roof over the waste receptacle area			

EDUCATION AND TRAINING	YES	NO	OTHER
Are all employees trained upon hiring, and annually thereafter on personal safety, chemical management, and proper methods for handling and disposing of waste?			
Do all employees understand storm water discharge prohibitions, wastewater discharge requirements, and these best management practices?			
Are training logs or similar methods used to document training?			
Are instructional/informational signs posted around the shop for customers and employees?			
Are signs placed above all sinks prohibiting discharges of vehicle fluids and wastes?			
Are signs placed on faucets (hose bibbs) reminding employees and customers to conserve water and not to use water to clean up spills?			
Are drains labeled within the facility boundary, by paint/stencil (or equivalent), to indicate whether they flow to an on-site treatment device, directly to the sanitary sewer, or to a storm drain.			
Are emergency telephone numbers of the wastewater treatment plant and the fire department posted?			

CHANGING OIL AND OTHER FLUIDS	YES	NO	OTHER
Are vehicle fluids changed, whenever possible, indoors and only on floors constructed of non-porous materials?			
Are drip pans used if vehicle fluids must be removed outdoors?			
Are spills prevented from reaching the street or storm drain by working over an absorbent mat and covering nearby storm drains, or working in a bermed area? (Note: If necessary, absorbent socks can be used to create a bermed area)			
When draining fluids into a drain pan, is a larger drip			

pan (e.g., 3' x 4') placed under the primary drain pan to catch any spilled fluids?			
Are fluids drained from vehicles transferred to a designated waste storage area as soon as possible?			
CHANGING OIL AND OTHER FLUIDS (CONT'D)	YES	NO	OTHER
Are drain pans and other open containers of fluids covered and within secondary containment unless they are attended by personnel?			
Is antifreeze and waste oil stored separately and recycled, or disposed of as hazardous waste?			
Never pour vehicle fluids or other hazardous wastes into sinks, toilets, floor drains, outside storm drains, or in the garbage. These substances should be kept in designated storage areas until recycled or safely disposed of (see Rationale 4 at the end of section).			
Drain fluids from leaking or wrecked vehicles as soon as possible, to avoid leaks and spills.			
CLEANING ENGINES AND PARTS, AND FLUSHING RADIATORS	YES	NO	OTHER
Are discharges from engine cleaning and flushing of radiators prevented from being discharged to the sanitary sewer and storm drains? (<u>Note</u> : A licensed service should be used to haul and recycle or dispose of wastes)			
Is steam cleaning of engines done using a closed-loop water recycling system? (<u>Note</u> : No steam cleaning water may be discharged to the sanitary sewer or the storm drain)			
Are specific areas or service bays designated for engine, parts, or radiator cleaning? (<u>Note</u> : Parts should not be washed or rinsed outdoors)			
Are self-contained sinks and tanks used when working with solvents, and are sinks and tanks kept covered when not in use?			
Are degreasing solvent sinks inspected regularly for leaks, and are necessary repairs made immediately?			
Is soldering avoided over drip tanks, and are drippings swept up and recycled or disposed of as hazardous waste?			
Are parts rinsed and drained over the solvent sink or tank, so that solvents will not drip or spill onto the floor, and are drip boards or pans used to catch excess solvent solutions and divert them back to a sink or tank?			

Are parts allowed to dry over the hot tank, and if rinsing is required, is it performed over the tank as well?			
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CLEANING ENGINES AND PARTS, AND FLUSHING RADIATORS (CONT'D)	YES	NO	OTHER
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Are parts cleaning solvent solutions and water used in flushing and testing radiators collected and reused, and when reuse is no longer possible, are these solutions disposed of properly?			
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Are cleaning solutions used for engines or parts prevented from being discharged into the sanitary sewer system without adequate treatment? (Note: Most facilities have these solutions hauled off-site as hazardous waste because of the permits necessary for on-site treatment. Rinse water may only be discharged to the sanitary sewer after adequate treatment and approval by the local wastewater authority. Wastewater from steam cleaning or engine/parts cleaning should never be discharged to a street, gutter, storm drain, or sanitary sewer)			
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WASHING CARS AND OTHER VEHICLES	YES	NO	OTHER
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<i>Regular Activity</i>			
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If car washing is a central activity of the business, is the wash water treated and recycled?			
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Is a vehicle washing area designated, and are cars and trucks washed only in that area?			
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Is the "wash pad" bermed to prevent discharges to storm drains and does it discharge to the sanitary sewer after adequate treatment and approval of the local wastewater authority? (Note: An outside wash pad should be covered, or its area minimized to reduce the amount of rainwater reaching the sanitary sewer. Consult the local wastewater authority for guidance)			
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Are acid-based wheel cleaners and other specialized cleaners prohibited, or if not, are they provided proper treatment before discharge to the sewer? (Note: Consult the local wastewater authority for guidance)			
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<i>Occasional Activity</i>			
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If soap is used in washing, is the wash water collected and discharged, preferably with treatment, to the sanitary sewer, and not discharged to a storm drain?			
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WASHING CARS AND OTHER VEHICLES (CONT'D)	YES	NO	OTHER
Is rinse water from spray-on acid-based wheel cleaners prevented from flowing to a street, gutter, or storm drain?			
<i>Washing New Vehicles</i>			
Are storm drains protected from solvents used to remove protective coatings from new cars? (<u>Note</u> : Discharges of these solvents to the sanitary sewer must receive adequate treatment and approval of the local wastewater authority)			
BODY REPAIR AND PAINTING	YES	NO	OTHER
Whenever possible is body repair and painting work conducted indoors or under cover?			
Are damaged vehicles inspected for leaks when they are received, and are drip pans used if necessary?			
Are hose-off degreasers prohibited from use when cleaning auto body parts before painting? (<u>Note</u> : These should not be used, instead brush off loose debris and use rags to wipe down parts)			
Are dry cleanup methods such as vacuuming or sweeping used to clean up dust from sanding metal or body filler? (<u>Notes</u> : Debris from wet sanding can be allowed to dry overnight on the shop floor, then swept and vacuumed. Liquid from wet sanding should not be discharged to the storm drain)			
Is the use of water to control overspray or dust in the paint booth prohibited unless it is collected and treated before discharge into the sanitary sewer system?			
Are spray guns cleaned in a self-contained cleaner and is the cleaning solution recycled when it becomes too dirty to use? (<u>Note</u> : Never discharge cleaning waste to the sanitary sewer or storm drain?)			
FUEL DISPENSING	YES	NO	OTHER
Are fuel dispensing areas maintained using dry cleanup methods such as sweeping for removal of litter and debris, or use of rags and absorbents for leaks and spills? (<u>Note</u> : Fueling areas should never be washed down unless dry cleanup has been done and the wash water is collected and disposed of in the sanitary sewer system)			

FUEL DISPENSING (CONT'D)	YES	NO	OTHER
Are underground storage tanks fitted with spill containment and overfill prevention systems meeting the requirements of Section 2635(b) of Title 23 of the California Code of Regulations?			
Except where prohibited by local fire departments are fuel dispensing nozzles fitted with "hold-open latches" (automatic shutoffs)?			
Are signs posted at the fuel dispenser or fuel island warning vehicle owners/ operators against "topping off" of vehicle fuel tanks?			
ACTIONS TAKEN FOLLOWING INSPECTION	YES	NO	COMMENTS
Responsible party requested to correct any deficiencies noted above? (Include date notice was sent)			
Site reinspected following corrective action by responsible party? (Include date of reinspection)			
Deficiencies found to be corrected during reinspection?			
Further action taken or necessary following reinspection? (Describe)			

PROTOCOL FOR TAKING ACTION AGAINST VIOLATORS OF THE MUNICIPALITY'S URBAN STORM WATER QUALITY MANAGEMENT AND DISCHARGE CONTROL ORDINANCE

The municipality will decide what enforcement approach to take and what penalties to impose on violators. The municipality will follow the phased approach to enforcement described below, including issuance of a warning as a first step, followed (if compliance does not occur) by administrative action or legal action, but will also have the authority to skip any of these steps for more serious problems. The municipality may modify the approach described below to avoid conflicts with other existing policies and requirements.

- ◆ **Warning.** For first time, minor violations a warning will be given in either written or verbal form, with the intent of achieving voluntary compliance. A time frame to correct the identified problem will be specified based on the severity or complexity of the problem. First time warnings will generally be issued by field staff.
- ◆ **Administrative Action.** Similar to a warning except a more formal notice and a structured process. The notice will be in the form of a written Notice of Violation Ordering Compliance, Cease and Desist Order, Order to Abate, Notice to Clean, or any other similar notification outlined in the municipality's storm water ordinance that identifies a problem, requires correction or abatement but does not assess fines. A time frame to correct the identified problem will be specified based on the severity or complexity of the problem. The notice will clearly describe the required remedial measures to be taken, establish a time schedule for accomplishing these, a description of the penalties that will be assessed if the notice is not complied with, and the timeframe for appeal of the notice.
- ◆ **Administrative Action with Fine, Cost Recovery, and/or Compensatory Action.** Same as above with the addition that fine(s) may be assessed administratively and/or the municipality's abatement costs are recovered. At the municipality's discretion in lieu of enforcement proceedings or penalties, alternative compensatory action, eg, storm drain stenciling, etc. may be imposed.
- ◆ **Legal Action.** Includes any actions taken by the municipality that brings the facility into the court system (e.g., citation, court action, etc.) This enforcement protocol is based on the assumption that the municipality escalates the level of enforcement until compliance is achieved. An objective of the legal action will often include asking the court to impose daily financial penalties for each day the violation remains uncorrected. For intentional and flagrant violations the municipality may pursue criminal prosecution, under which each day of violation may constitute a separate offense, and can result in fines and imprisonment. As part of the legal action the municipality may also seek to recover its costs of abatement of the violation when the municipality remedies the violation or conducts cleanup, as well as its associated administrative costs. If awarded, the judgment may constitute a property lien if not paid within a prescribed timeframe. The municipality's department responsible for management of its storm water program will consult with the municipality's legal counsel in connection with pursuing legal action.

GUIDANCE DOCUMENT
FOR POLICIES AND PROCEDURES
PERTAINING TO
ILLICIT CONNECTIONS AND ILLEGAL DISCHARGES
TO STORM WATER SYSTEMS

BACKGROUND

An *illicit connection* is a connection to the storm water system which discharges flows that are not composed entirely of storm water, or which are not authorized by the Storm Water NPDES permit issued by the Regional Water Quality Control Board. The NPDES permit allows a limited number of non-stormwater discharges to be made. These consist of essentially unpolluted waters of the following types:

1. Water line flushing
2. Landscape irrigation
3. Diverted stream flows
4. Rising ground waters
5. Uncontaminated ground water infiltration
6. Uncontaminated pumped ground water
7. Discharges from potable water sources
8. Foundation drains
9. Air conditioning condensation
10. Irrigation water
11. Springs
12. Water from crawl space pumps
13. Footing drains
14. Lawn watering
15. Individual residential car washing
16. Flows from riparian habitats and wetlands
17. Dechlorinated swimming pool discharges
18. Flows from fire fighting activities

Any discharge of water of non-storm water origin, except as listed above, is an *illegal discharge*. Illegal discharges can occur in several ways, including:

- ◆ Discharges from an illicit connection
- ◆ Direct dumping of polluted water into the storm water system, such as dumping into a catch basin or storm water inlet
- ◆ Discharges of polluted water into a creek or into a street gutter which flows into the storm water system or into a receiving water

Typical types of illegal discharges from industrial and/or commercial activities include the following:

1. Water from the cleaning of gas stations, vehicle service garages, or other types of vehicle service facilities.
2. Water, cleansers, or solvents from the cleaning of vehicles, machinery or equipment, and other such commercial and industrial operations.

3. Water from the washing or rinsing of vehicles containing soap, detergents, solvents, or other cleaners.
4. Water from the washing or rinsing of vehicles, with or without soap, from auto body repair shops.
5. Water from the cleaning or rinsing of vehicle engine, undercarriage, or auto parts cleaning.
6. Vehicle fluids.
7. Mat wash and hood cleaning water from food service facilities.
8. Food and kitchen cleaning water from food service facilities.
9. Leakage from dumpsters or trash containers.
10. Water from the cleaning or rinsing of garbage dumpster areas and areas where garbage is stored or contained.
11. Water from pressure washing, steam cleaning, and hand scrubbing of sidewalks, gutters, plazas, alleyways, outdoor eating areas, steps, building exteriors, walls, driveways, and other outdoor surfaces.
12. Wastewater or cleaning fluids from carpet cleaning.
13. Swimming pool and spa water;
14. Washout from concrete trucks;
15. Runoff from areas where hazardous substances, including diesel fuel, gasoline and motor oil are stored
16. Super-chlorinated water normally associated with the disinfection of potable water systems.
17. The discharge of sewage or other forms of polluted water from recreational activities including boating and camping, and from recreational vehicles and boats.

Inspections of urban storm water systems in many areas have shown that it is common to find industrial and commercial establishments (such as auto shops, gas stations, and restaurants) with illegal discharges. Illegal discharges can pose a danger to public health. While some pollutants are knowingly dumped into storm drain inlets and streams, a multitude of contaminants are inadvertently carried by runoff into storm drain systems — during accidental spills on urban streets, sidewalks, and other exposed areas; for example, pollutants are carried to the storm drains by water used to clean up the spill. Materials disposed of improperly include used oil, household toxic wastes, radiator fluid, washdown water from restaurants and gas stations, and litter such as fast food packaging, cans, and disposable cups.

POLICY

It is the policy of the municipality to control illegal discharges by:

- ◆ Investigating all reports and observations of improper disposal of materials to the storm water system, and by taking appropriate followup actions to eliminate illegal discharges which are identified through these investigations, and
- ◆ By inspecting the following types of businesses that experience in urban storm water systems in many areas have shown to be the most common sources of illegal discharges:
 1. Auto repair shops
 2. Gas stations
 3. Restaurants/food services facilities

Persons that will be investigating reports of illegal discharges and illicit connections, and persons that will be inspecting the categories of businesses listed above, will be trained in the methods and procedures for performing such work.

PROCEDURES

Reports and observations of illegal discharges, illicit connections, and other types of improper discharges to the storm water system may be in the form of reports received from the general public and by observations made by members of the municipality's staff.

Each such report or observation will be logged and investigated, and appropriate followup actions will be taken. Documentation will be kept on the response and the outcome of the reported incident using the attached "Illegal Discharge/Illicit Connection Reporting and Response" form.

The following steps will be followed when investigating a reported or observed incident of illegal discharge.

Step 1- Determine Whether or not the Reported Incident is Valid: Using information provided by the reporting party, inspect the location of the reported incident to check for signs of improper discharges. Signs of illicit connections or illegal discharges can include:

- Abnormal water flows during the dry season
- Unusual flows in subdrains used for dewatering
- Pungent odors
- Discoloration or oily substances in the water, or stains and waste residue in ditches, channels, or drain boxes

If during inspections, any of these signs are observed, the inspector should (1) record the flow data and take photographs and (2) begin storm drain investigations by tracing the flow upstream using storm drain maps and by inspecting upgradient manholes. Sampling and testing of water at the manhole or outfall where it is first detected is generally not considered necessary, if the water appears to be "clear" but, if deemed appropriate, can be performed using field kits or taking grab samples for analysis in a lab. If tracking a discharge through visual inspection of upgradient manholes is not possible, alternate techniques that can be used include zinc chloride smoke testing, fluorometric dye testing, physical inspection testing (of pipes greater than 39 inches), or television camera inspection.

If the investigation reveals no indication that an illegal discharge occurred, and/or that no illicit connection exists, attach the results of the field investigation to the Illegal Discharge/Illicit Connection Reporting and Response form, and close the action.

Step 2-If it is Determined that an Illegal Discharge has Occurred and/or that an Illicit Connection

Exists: Once the origin of flow is established, require illegal discharger to eliminate the discharge. Once the suspected origin of the flow is determined, the inspector should inspect the source to see if it is a case of improper dumping or if it is an improper physical connection (illicit connection). Once confirmed, the inspector will instruct the owner/operator of the property to rectify the situation. The inspector will provide the operator/owner information on alternative disposal options as shown in the attached table titled "Preferred Disposal Options for Non-stormwater Discharges". The operator/owner will also be informed at this time that if the discharge continues enforcement procedures will be implemented.

If the illegal discharge was a one time incident, and if the discharger has taken appropriate action to prevent a recurrence, attach the results of the field investigation to the Illegal Discharge/Illicit Connection Reporting and Response form, and close the action.

If the illegal discharge or illicit connection appears to be an ongoing activity, require the discharger to apply BMPs and/or to make mechanical and/or structural modifications to prevent a recurrence of the

incident. Once this has been done, as verified by the inspector, attach the results of the field investigation to the Illegal Discharge/Illicit Connection Reporting and Response form, and close the action.

Model Ordinance

The model ordinance contained in this appendix is intended to be used as a template for the Participating Entities. It may be modified as necessary by each entity as necessary to avoid conflicts with other existing ordinances and regulations that the Participating Entities may have, as well as to adapt to the specific characteristics of each of the Participating Entities.

The modification and adoption of any ordinance will be subject to the Participating Entities' existing procedures and as defined in government codes

Urban Storm Water Quality Management and Discharge Control Ordinance

Division I.

<u>Section</u>	<u>Title, Purpose and General Provisions</u>
1	Title.
2	Purpose and Intent.
3	Definitions.
4	Applicability.
5	Responsibility for Administration.
6	Severability.
7	Regulatory Consistency.
8	Ultimate Responsibility of Discharger.

Division II.

<u>Section</u>	<u>Discharge Prohibitions</u>
9	Prohibition of Illegal Discharges.
10	Prohibition of illicit connections.
11	Waste Disposal Prohibitions.
12	Discharges in Violation of Industrial or Construction Activity NPDES Storm Water Discharge Permit.

Division III.

<u>Section</u>	<u>Regulations and Requirements</u>
13	Requirement to Prevent, Control and Reduce Storm Water Pollutants.
14	Requirement to Eliminate Illegal Discharges.
15	Requirement to Eliminate or Secure Approval for Illicit Connections.
16	Watercourse Protection.
17	Requirement to Remediate.
18	Requirement to Monitor and Analyze.
19	Notification of Spills.

Division IV.

<u>Section</u>	<u>Inspection and Monitoring</u>
20	Authority to Inspect.
21	Authority to Sample, Establish Sampling Devices, and Test.

Division V.

<u>Section</u>	<u>Enforcement</u>
22	Notice of Violation.
23	Appeal.
24	Abatement by City.
25	Charging Cost of Abatement/Liens.
26	Urgency Abatement.
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URBAN STORM WATER QUALITY MANAGEMENT AND DISCHARGE CONTROL.

Division I.

Title, Purpose and General Provisions.

Section 1. Title.

This Article shall be known as the "Urban Storm Water Quality Management and Discharge Control Ordinance" of the City of _____ and may be so cited.

Section 2. Purpose and Intent.

The purpose and intent of this Article is to ensure the health, safety, and general welfare of citizens, and protect and enhance the water quality of watercourses and water bodies in a manner pursuant to and consistent with the Federal Clean Water Act (33 U.S.C. §1251 et seq.) by reducing pollutants in storm water discharges to the maximum extent practicable and by prohibiting non-storm water discharges to the storm drain system.

Section 3. Definitions.

The terms used in this Article shall have the following meanings:

(a) Best Management Practices. Activities, practices, and procedures to prevent or reduce the discharge of pollutants directly or indirectly to the municipal storm drain system and waters of the United States. Best Management Practices include but are not limited to: treatment facilities to remove pollutants from storm water; operating and maintenance procedures; facility management practices to control runoff, spillage or leaks of non-storm water, waste disposal, and drainage from materials storage; erosion and sediment control practices; and the prohibition of specific activities, practices, and procedures and such other provisions as the City determines appropriate for the control of pollutants. Please refer to the City's *BMP Guidance Series*, as discussed further in Section 13(c) herein, for specific requirements.

(b) City. The City of _____.

(c) Clean Water Act. The federal Water Pollution Control Act (33 U.S.C. § 1251 et seq.), and any subsequent amendments thereto.

(d) Construction Activity. Construction projects subject to NPDES Construction Permits, and other construction projects resulting in land disturbance. Such activities include but are not limited to clearing and grubbing, grading, excavating, and demolition.

(e) Hazardous Materials. Any material, including any substance, waste, or combination thereof, which because of its quantity, concentration, or physical, chemical, or infectious characteristics may cause, or significantly contribute to, a substantial present or potential hazard to human health, safety,

property, or the environment when improperly treated, stored, transported, disposed of, or otherwise managed (California Health and Safety Code §25117).

(f) Illegal Discharge. Any direct or indirect non-storm water discharge to the storm drain system, except as exempted in Division II, Section 9 of this chapter.

(g) Illicit Connections. An illicit connection is defined as either of the following:

1. Any drain or conveyance, whether on the surface or subsurface, which allows an illegal discharge to enter the storm drain system including but not limited to any conveyances which allow any non-storm water discharge including sewage, process wastewater, and wash water to enter the storm drain system and any connections to the storm drain system from indoor drains and sinks, regardless of whether said drain or connection had been previously allowed, permitted, or approved by a government agency; or

2. Any drain or conveyance connected from a commercial or industrial land use to the storm drain system which has not been documented in plans, maps, or equivalent records and approved by the City.

(h) Industrial Activity. Activities subject to NPDES Industrial Permits as defined in 40 CFR, Section 122.26 (b)(14).

(i) National Pollutant Discharge Elimination System (NPDES) Storm Water Discharge Permits. General, group, and individual storm water discharge permits which regulate facilities defined in federal NPDES regulations pursuant to the Clean Water Act. The California Regional Water Quality Control Board, Central Coast Region (hereinafter, Regional Board) and the State Water Resources Control Board have adopted general storm water discharge permits, including but not limited to the General Construction Activity and General Industrial Activity permits.

(j) Non-Storm Water Discharge. Any discharge to the storm drain system that is not composed entirely of storm water.

(k) Pollutant. Anything which causes or contributes to pollution. Pollutants may include, but are not limited to: paints, varnishes, and solvents; oil and other automotive fluids; non-hazardous liquid and solid wastes and yard wastes; refuse, rubbish, garbage, litter, or other discarded or abandoned objects, articles, and accumulations, so that same may cause or contribute to pollution; floatables; pesticides, herbicides, and fertilizers; hazardous substances and wastes; sewage, fecal coliform and pathogens; dissolved and particulate metals; animal wastes; wastes and residues that result from constructing a building or structure (including but not limited to sediments, slurries, and concrete rinsates); and noxious or offensive matter of any kind.

(l) Pollution. The human-made or human-induced alteration of the quality of waters by waste to a degree which unreasonably affects, or has the potential to unreasonably affect, either the waters for beneficial uses or the facilities which serve these beneficial uses (California Water Code §13050).

(m) Porter-Cologne Act. The Porter-Cologne Water Quality Control Act and as amended (California Water Code §13000 et seq.).

(n) Premises. Any building, lot, parcel of land, or portion of land whether improved or unimproved including adjacent sidewalks and parking strips.

(o) Storm Drain System. Publicly-owned facilities operated by the City by which storm water is collected and/or conveyed, including but not limited to any roads with drainage systems, municipal streets, gutters, curbs, inlets, piped storm drains, pumping facilities, retention and detention basins, natural and human-made or altered drainage channels, reservoirs, and other drainage structures which are within the City and are not part of a publicly owned treatment works as defined at 40 CFR Section 122.2.

(p) Storm Water. Any surface flow, runoff, and drainage consisting entirely of water from rain storm events.

(q) Waters of the United States. Surface watercourses and water bodies as defined at 40 CFR § 122.2. including all natural waterways and definite channels and depressions in the earth that may carry water, even though such waterways may only carry water during rains and storms and may not carry storm water at and during all times and seasons.

Section 4. Applicability.

This Article shall apply to all water entering the storm drain system generated on any developed and undeveloped lands lying within the City including any amendments or revisions thereto.

Section 5. Responsibility for Administration.

The Public Works Director of the City shall administer, implement, and enforce the provisions of this Article. Any powers granted or duties imposed upon the Public Works Director may be delegated in writing by the Public Works Director to persons or entities acting in the beneficial interest of or in the employ of the City.

Section 6. Severability.

The provisions of this Article are hereby declared to be severable. If any provision, clause, sentence, or paragraph of this Article or the application thereof to any person, establishment, or circumstances shall be held invalid, such invalidity shall not affect the other provisions or application of this Article.

Section 7. Regulatory Consistency.

This Article shall be construed to assure consistency with the requirements of the Clean Water Act and Porter-Cologne Act and acts amendatory thereof or supplementary thereto, or any applicable implementing regulations.

Section 8. Ultimate Responsibility of Discharger.

The standards set forth herein and promulgated pursuant to this Article are minimum standards; therefore this Article does not intend nor imply that compliance by any person will ensure that there will be no contamination, pollution, nor unauthorized discharge of pollutants into waters of the U.S.

caused by said person. This Article shall not create liability on the part of the City, or any agent or employee thereof for any damages that result from any discharger's reliance on this Article or any administrative decision lawfully made thereunder.

Division II.

Discharge Prohibitions.

Section 9. Prohibition of Illegal Discharges.

No person shall discharge or cause to be discharged into the municipal storm drain system or watercourses any materials, including but not limited to pollutants or waters containing any pollutants that cause or contribute to a violation of applicable water quality standards, other than storm water.

Illegal discharges from industrial and/or commercial activities include, but are not limited to, the following, and are prohibited, unless the discharge is permitted under a separate NPDES permit or as allowed by BMPs published or approved by the City Public Works Department.

- a. Water from the cleaning of gas stations, vehicle service garages, or other types of vehicle service facilities.
- b. Water, cleansers, or solvents from the cleaning of vehicles, machinery or equipment, and other such commercial and industrial operations.
- c. Water from the washing or rinsing of vehicles containing soap, detergents, solvents, or other cleaners.
- d. Water from the washing or rinsing of vehicles, with or without soap, from auto body repair shops.
- e. Water from the cleaning or rinsing of vehicle engine, undercarriage, or auto parts cleaning.
- f. Vehicle fluids.
- g. Mat wash and hood cleaning water from food service facilities.
- h. Food and kitchen cleaning water from food service facilities.
- i. Leakage from dumpsters or trash containers.
- j. Water from the cleaning or rinsing of garbage dumpster areas and areas where garbage is stored or contained.
- k. Water from pressure washing, steam cleaning, and hand scrubbing of sidewalks, gutters, plazas, alleyways, outdoor eating areas, steps, building exteriors, walls, driveways, and other outdoor surfaces.
- l. Wastewater or cleaning fluids from carpet cleaning.
- m. Swimming pool and spa water;
- n. Wash out from concrete trucks;
- o. Runoff from areas where hazardous substances, including diesel fuel, gasoline and motor oil are stored, except as allowed by Chapter 6.50 of this code.
- p. Super-chlorinated water normally associated with the disinfection of potable water systems.

The discharge of sewage or other forms of polluted water from recreational activities including boating and camping, and from recreational vehicles and boats, to the municipal storm drain system or watercourses is prohibited.

The commencement, conduct or continuance of any illegal discharge to the storm drain system is prohibited except as described as follows:

- (a) Discharges from the following activities will not be considered a source of pollutants to the storm drain system and to waters of the U.S. when properly managed to ensure that no potential pollutants are present, and therefore they shall not be considered illegal discharges unless determined to cause a violation of the provisions of the Porter-Cologne Act, Clean Water Act, or this ordinance:
 - 1. Water line flushing;
 - 2. Landscape irrigation;
 - 3. Diverted stream flows;
 - 4. Rising ground waters;
 - 5. Uncontaminated ground water infiltration (as defined at 40 CFR §35.2005(20)) to separate storm sewers;
 - 6. Uncontaminated pumped ground water;
 - 7. Discharges from potable water sources;
 - 8. Foundation drains;
 - 9. Air conditioning condensation;
 - 10. Irrigation water;
 - 11. Springs;
 - 12. Water from crawl space pumps;
 - 13. Footing drains;
 - 14. Lawn watering;
 - 15. Individual residential car washing;
 - 16. Flows from riparian habitats and wetlands
 - 17. Dechlorinated swimming pool discharges
 - 18. Flows from fire fighting activities

(b) The prohibition shall not apply to any non-storm water discharge permitted under an NPDES permit, waiver, or waste discharge order issued to the discharger and administered by the State of California under the authority of the Federal Environmental Protection Agency, provided that the discharger is in full compliance with all requirements of the permit, waiver, or order and other applicable laws and regulations, and provided that written approval has been granted by the City for any discharge to the storm drain system.

(c) With written concurrence of the Regional Board, the City may exempt in writing other non-storm water discharges which are not a source of pollutants to the storm drain system nor waters of the U.S.

Section 10. Prohibition of Illicit Connections.

(a) The construction, use, maintenance or continued existence of illicit connections to the storm drain system is prohibited.

(b) This prohibition expressly includes, without limitation, illicit connections made in the past, regardless of whether the connection was permissible under law or practices applicable or prevailing at the time of connection.

Section 11. Waste Disposal Prohibitions.

No person shall throw, deposit, leave, maintain, keep, or permit to be thrown, deposited, left, or maintained, in or upon any public or private property, driveway, parking area, street, alley, sidewalk, component of the storm drain system, or water of the U.S., any refuse, rubbish, garbage, litter, or other discarded or abandoned objects, articles, and accumulations, so that the same may cause or contribute to pollution. Wastes deposited in streets in proper waste receptacles for the purposes of collection are exempted from this prohibition.

Section 12. Discharges in Violation of Industrial or Construction Activity NPDES Storm Water Discharge Permit.

Any person subject to an industrial or construction activity NPDES storm water discharge permit shall comply with all provisions of such permit. Proof of compliance with said permit may be required in a form acceptable to the Public Works Director prior to or as a condition of a subdivision map, site plan, building permit, or development or improvement plan; upon inspection of the facility; during any enforcement proceeding or action; or for any other reasonable cause.

Division III.

Regulations and Requirements.

Section 13. Requirement to Prevent, Control, and Reduce Storm Water Pollutants.

(a) Authorization to Adopt and Impose Best Management Practices. The City will adopt requirements identifying Best Management Practices for activities, operations, or facilities which may cause or contribute to pollution or contamination of storm water, the storm drain system, or waters of the U.S. as a separate *BMP Guidance Series*. Where Best Management Practices requirements are promulgated by the City or any federal, State of California, or regional agency for any activity, operation, or facility which would otherwise cause the discharge of pollutants to the storm drain system or water of the U.S., every person undertaking such activity or operation, or owning or operating such facility shall comply with such requirements.

The Public Works Director will periodically report to the City Council on the status of implementation of BMPs and any new BMPs to be developed for inclusion in the *BMP Guidance Series*.

(b) Responsibility to Implement Best Management Practices. Notwithstanding the presence or absence of requirements promulgated pursuant to subsection of this Section, any person engaged in activities or operations, or owning facilities or property which will or may result in pollutants entering storm water, the storm drain system, or waters of the U.S. shall implement Best Management Practices to the extent they are technologically achievable to prevent and reduce such pollutants. The owner or operator of a commercial or industrial establishment shall provide reasonable protection from accidental discharge of prohibited materials or other wastes into the municipal storm drain system or watercourses.

Facilities to prevent accidental discharge of prohibited materials or other wastes shall be provided and maintained at the owner or operator's expense.

(c) Construction Sites. The City's *BMP Guidance Series* will include appropriate Best Management Practices to reduce pollutants in any storm water runoff from construction activities. The City shall incorporate such requirements in any land use entitlement and construction or building-related permit to be issued relative to such development or redevelopment. The owner and developer shall comply with the terms, provisions, and conditions of such land use entitlements and building permits as required in this Article and the City Storm Water Utility Ordinance.

Construction activities subject to these requirements will also be required to continuously employ measures to control waste such as discarded building materials, concrete truck washout, chemicals, litter, and sanitary waste at the construction site that may cause adverse impacts to water quality.

(d) New Development and Redevelopment. The City's *BMP Guidance Series* will include appropriate Best Management Practices to control the volume, rate, and potential pollutant load of storm water runoff from new development and redevelopment projects as may be appropriate to minimize the generation, transport and discharge of pollutants. The City shall incorporate such requirements in any land use entitlement and construction or building-related permit to be issued relative to such development or redevelopment. The owner and developer shall comply with the terms, provisions, and conditions of such land use entitlements and building permits as required in this Article

These requirements may include a combination of structural and non-structural BMPs, and may include requirements to ensure the proper long-term operation and maintenance of these BMPs.

Section 14. Requirement to Eliminate Illegal Discharges.

Notwithstanding the requirements of Division IV, Section 20 herein, the Public Works Director may require by written notice that a person responsible for an illegal discharge immediately, or by a specified date, discontinue the discharge and, if necessary, take measures to eliminate the source of the discharge to prevent the occurrence of future illegal discharges.

Section 15. Requirement to Eliminate or Secure Approval for Illicit Connections.

(a) The Public Works Director may require by written notice that a person responsible for an illicit connection to the storm drain system comply with the requirements of this Article to eliminate or secure approval for the connection by a specified date, regardless of whether or not the connection or discharges to it had been established or approved prior to the effective date of this Article.

(b) If, subsequent to eliminating a connection found to be in violation of this Article, the responsible person can demonstrate that an illegal discharge will no longer occur, said person may request City approval to reconnect. The reconnection or reinstallation of the connection shall be at the responsible person's expense.

Section 16. Watercourse Protection.

Every person owning property through which a watercourse passes, or such person's lessee, shall keep and maintain that part of the watercourse within the property reasonably free of trash, debris,

excessive vegetation, and other obstacles that would pollute, contaminate, or significantly retard the flow of water through the watercourse. In addition, the owner or lessee shall maintain existing privately owned structures within or adjacent to a watercourse, so that such structures will not become a hazard to the use, function, or physical integrity of the watercourse. The owner or lessee shall not remove healthy bank vegetation beyond that actually necessary for maintenance, nor remove said vegetation in such a manner as to increase the vulnerability of the watercourse to erosion. The property owner shall be responsible for maintaining and stabilizing that portion of the watercourse that is within their property lines in order to protect against erosion and degradation of the watercourse originating or contributed from their property.

Section 17. Requirement to Remediate.

Whenever the Public Works Director finds that a discharge of pollutants is taking place or has occurred which will result in or has resulted in pollution of storm water, the storm drain system, or water of the U.S., the Public Works Director may require by written notice to the owner of the property and/or the responsible person that the pollution be remediated and the affected property restored within a specified time pursuant to the provisions of Sections 22 through 25 below.

Section 18. Requirement to Monitor and Analyze.

The Public Works Director may require by written notice of requirement that any person engaged in any activity and/or owning or operating any facility which may cause or contribute to storm water pollution, illegal discharges, and/or non-storm water discharges to the storm drain system or waters of the U.S., to undertake at said person's expense such monitoring and analyses and furnish such reports to the City as deemed necessary to determine compliance with this Article.

Section 19. Notification of Spills.

Notwithstanding other requirements of law, as soon as any person responsible for a facility or operation, or responsible for emergency response for a facility or operation has information of any known or suspected release of materials which are resulting or may result in illegal discharges or pollutants discharging into storm water, the storm drain system, or water of the U.S. from said facility, said person shall take all necessary steps to ensure the discovery, containment, and cleanup of such release. In the event of such a release of a hazardous material said person shall immediately notify emergency response officials of the occurrence via emergency dispatch services (911). In the event of a release of non-hazardous materials, said person shall notify the City's Public Works Department in person or by phone or facsimile no later than 5:00 p.m. of the next business day. Notifications in person or by phone shall be confirmed by written notice addressed and mailed to the City's Public Works Department within three business days of the phone notice. If the discharge of prohibited materials emanates from a commercial or industrial establishment, the owner or operator of such establishment shall also retain an on-site written record of the discharge and the actions taken to prevent its recurrence. Such records shall be retained for at least three years.

Division IV.

Inspection and Monitoring.

Section 20. Authority to Inspect.

Whenever necessary to make an inspection to enforce any provision of this Article, or whenever the Public Works Director has cause to believe that there exists, or potentially exists, in or upon any premises any condition which constitutes a violation of this Article, the Director may enter such premises at all reasonable times to inspect the same and to inspect and copy records related to storm water compliance. In the event the owner or occupant refuses entry after a request to enter and inspect has been made, the City is hereby empowered to seek assistance from any court of competent jurisdiction in obtaining such entry.

Section 21. Authority to Sample, Establish Sampling Devices, and Test.

During any inspection as provided herein, the Public Works Director may take any samples and perform any testing deemed necessary to aid in the pursuit of the inquiry or to record site activities.

Division V.

Enforcement.

Section 22. Notice of Violation.

Whenever the Public Works Director finds that a person has violated a prohibition or failed to meet a requirement of this Article, the Director may order compliance by written notice of violation to the responsible person. Such notice may require without limitation:

- (a) The performance of monitoring, analyses, and reporting;
- (b) The elimination of illicit connections or discharges;
- (c) That violating discharges, practices, or operations shall cease and desist;
- (d) The abatement or remediation of storm water pollution or contamination hazards and the restoration of any affected property; and
- (e) Payment of a fine to cover administrative and remediation costs; and
- (f) The implementation of source control or treatment BMPs.

If abatement of a violation and/or restoration of affected property is required, the notice shall set forth a deadline within which such remediation or restoration must be completed. Said notice shall further advise that, should the violator fail to remediate or restore within the established deadline, the work may be done by the City or a contractor designated by the Public Works Director and the expense thereof shall be charged to the violator pursuant to Section 24 below.

Section 23. Appeal.

Notwithstanding the provisions of Section 26 below, any person receiving a Notice of Violation

under Section 22 above may appeal the determination of the Public Works Director to the City Manager. The notice of appeal must be received by the City Manager within 5 days from the date of the Notice of Violation. Hearing on the appeal before the City Manager or his/her designee shall take place within 15 days from the date of City's receipt of the notice of appeal. The decision of the City Manager or designee shall be final.

Section 24. Abatement by City.

If the violation has not been corrected pursuant to the requirements set forth in the Notice of Violation, or, in the event of an appeal under Section 23, within 10 days of the decision of the City Manager upholding the decision of the Public Works Director, then the City or a contractor designated by the Public Works Director shall enter upon the subject private property and is authorized to take any and all measures necessary to abate the violation and/or restore the property. It shall be unlawful for any person, owner, agent or person in possession of any premises to refuse to allow the City or designated contractor to enter upon the premises for the purposes set forth above.

Section 25. Charging Cost of Abatement/Liens.

Within 30 days after abatement of the nuisance by the City, the Public Works Director shall notify the property owner of the property of the cost of abatement, including administrative costs. The property owner may file a written protest objecting to the amount of the assessment with the City Clerk within 15 days. The City Clerk shall set the matter for public hearing by the City Council. The decision of the City Council shall be set forth by resolution and shall be final.

If the amount due is not paid within 10 days of the decision of the City Council or the expiration of the time in which to file an appeal under this Section, the charges shall become a special assessment against the property and shall constitute a lien on the property for the amount of the assessment. A copy of the resolution shall be turned over to the County Auditor so that the auditor may enter the amounts of the assessment against the parcel as it appears on the current assessment roll, and the tax collector shall include the amount of the assessment on the bill for taxes levied against the parcel of land.

Section 26. Urgency Abatement.

The Public Works Director is authorized to require immediate abatement of any violation of this Article that constitutes an immediate threat to the health, safety or well-being of the public. If any such violation is not abated immediately as directed by the Public Works Director, the City is authorized to enter onto private property and to take any and all measures required to remediate the violation. Any expense related to such remediation undertaken by the City shall be fully reimbursed by the property owner and/or responsible party. Any relief obtained under this section shall not prevent the City from seeking other and further relief authorized under this Article.

Section 27. Violations.

It shall be unlawful for any person to violate any provision or fail to comply with any of the requirements of this Article. A violation of or failure to comply with any of the requirements of this Article shall constitute a misdemeanor and shall be punished as set forth in City Code Section_____.

Section 28. Compensatory Action.

In lieu of enforcement proceedings, penalties, and remedies authorized by this Article, the Public Works Director may impose upon a violator alternative compensatory actions, such as storm drain stenciling, attendance at compliance workshops, creek cleanup, etc.

Section 29. Violations Deemed a Public Nuisance

In addition to the enforcement processes and penalties hereinbefore provided, any condition caused or permitted to exist in violation of any of the provisions of this Article is a threat to public health, safety, and welfare, and is declared and deemed a nuisance, and may be summarily abated or restored by the City at the violator's expense, and/or a civil action to abate, enjoin, or otherwise compel the cessation of such nuisance may be taken by the City.

Section 30. Acts Potentially Resulting in a Violation of the Federal Clean Water Act and/or California Porter-Cologne Act.

Any person who violates any provision of this Ordinance or any provision of any requirement issued pursuant to it, may also be in violation of the Clean Water Act and/or the Porter-Cologne Act and may be subject to the sanctions of those acts including civil and criminal penalties. Any enforcement action authorized under this Ordinance shall also include written notice to the violator of such potential liability.

BMP GUIDANCE SERIES

As described in Section 13(a) of the City's Ordinance No. _____ in the Article titled "Urban Storm Water Quality Management and Discharge Control" the City has adopted this *BMP Guidance Series* containing Best Management Practices for any activity, operation, or facility which may cause or contribute to pollution or contamination of storm water, the storm drain system, or waters of the U.S.

Where Best Management Practices requirements are promulgated by the City or any federal, State of California, or regional agency for any activity, operation, or facility which would otherwise cause the discharge of pollutants to the storm drain system or water of the U.S., every person undertaking such activity or operation, or owning or operating such facility shall comply with such requirements.

The Public Works Director will report to the City Council annually on the status of implementation of BMPs and any new BMPs to be developed for inclusion in the *BMP Guidance Series*.

Notwithstanding the presence or absence of requirements promulgated in this *BMP Guidance Series*, any person engaged in activities or operations, or owning facilities or property which will or may result in pollutants entering storm water, the storm drain system, or waters of the U.S. shall implement Best Management Practices to the extent they are technologically achievable to prevent and reduce such pollutants. The owner or operator of a commercial or industrial establishment shall provide reasonable protection from accidental discharge of prohibited materials or other wastes into the municipal storm drain system or watercourses. Facilities to prevent accidental discharge of prohibited materials or other wastes shall be provided and maintained at the owner or operator's expense.

CONSTRUCTION SITES

This guidance lists BMPs for construction sites and cites a number of documents where further details can be obtained. For additional details on items shown with an asterisk (*), see the “Erosion and Sediment Control Field Manual”, prepared by the California Regional Water Quality Control Board, San Francisco, 1997.

Construction Site Planning BMPs

Site Plan

- Plan the development to fit the topography, soils, drainage pattern and natural vegetation of the site.
- Remove existing vegetation only when absolutely necessary.
- Delineate clearing limits, easements, setbacks, sensitive or critical areas, trees, drainage courses, and buffer zones to prevent excessive or unnecessary disturbances and exposure.
- Avoid construction on steep slopes*
- Minimize cuts and fills*
- Align temporary and permanent roads and driveways along slope contours*

Other Measures

- Phase grading operations to reduce disturbed areas and time of exposure
- Avoid excavation and grading during wet weather
- Winterize construction site*

BMPs to Minimize Soil Movement

Soil Cover

- Install cover materials such as vegetative debris, mulch, crushed stone, geotextile fabric, erosion control blankets*
- Use soil stabilizers as appropriate*
- Use temporary seeding and planting to reduce erosion potential*

Tracking Control

- Construct stabilized access roads and entrances*
- Construct entrance/exit tire wash*
- When cleaning sediments from streets, driveways and paved areas on construction sites, use dry sweeping methods where possible. If water must be used to flush pavement, collect runoff in temporary storage tanks to settle out sediments prior to discharge to the storm drains, and protect storm drain inlets.

Structures to Control and Convey Runoff

- Earth dikes, drainage swales and ditches*
- Slope drains and subsurface drains*
- Velocity dissipation devices*

- Flared culvert end sections*
- Check dams*

Other Measures

- Slope roughening/terracing/rounding*
- Level spreader*

BMPs to Capture Sediment

- Use terracing, riprap, sand bags, rocks, straw bales, and/or temporary vegetation on slopes to reduce runoff velocity and trap sediments. Do not use asphalt rubble or other demolition debris for this purpose.
- Protect storm drain inlets from sediment-laden runoff. Storm drain inlet protection devices include sand bag barriers, filter fabric fences, block and gravel filters, and excavated drop inlet sediment traps.*
- When dewatering the site, remove sediment from the discharge using filtration methods. Mobile units specifically designed for construction site dewatering can be rented for this purpose.

Other Controls

- Silt fence*
- Straw bale barrier (other than at storm drain inlets)*
- Sand bag barrier*
- Brush or rock filter*
- Sediment trap*
- Temporary sediment basin*

*For additional details, see Erosion and Sediment Control Field Manual prepared by the California Regional Water Quality Control Board, San Francisco. 1997.

Good Housekeeping Practices

All Construction Sites

- Identify all storm drains, drainage swales and creeks located near the construction site and make sure all subcontractors are aware of their locations to prevent pollutants from entering them.
- Clean up leaks, drips, and other spills immediately.
- Refuel vehicles and heavy equipment in one designated location.
- Wash vehicles at an appropriate off-site facility. If equipment must be washed on-site, do not use soaps, solvents, degreasers, or steam cleaning equipment, and prevent wash water from entering the storm drain.
- Never wash down pavement or surfaces where materials have spilled. Use dry cleanup methods whenever possible.
- Avoid contaminating clean runoff from areas adjacent to your site by using berms and/or temporary or permanent drainage ditches to divert water flow around the site.
- Keep materials out of the rain. Schedule clearing or heavy earth moving activities for periods of dry weather. Cover exposed piles of soil, construction materials and wastes with plastic sheeting or temporary roofs. Before it rains, sweep and remove materials from surfaces that drain to storm

drains, creeks, or channels.

- Place trash cans around the site to reduce litter. Dispose of non-hazardous construction wastes in covered dumpsters or recycling receptacles. Recycle leftover materials whenever possible.
- Dispose of all wastes properly. Materials that can not be reused or recycled must be taken to an appropriate landfill or disposed of as hazardous waste.
- Cover open dumpsters with plastic sheeting or a tarp during rainy weather. Secure the sheeting or tarp around the outside of the dumpster. If your dumpster has a cover, close it.
- Train your employees and inform subcontractors about the stormwater requirements and their own responsibilities.

Construction Projects Involving Paint Work

- Non-hazardous paint chips and dust from dry stripping and sand blasting may be swept up or collected in plastic drop cloths and disposed of as trash. Chemical paint stripping residue and chips and dust from marine paints or paints containing lead or tributyl tin must be disposed of as a hazardous waste.
- When stripping or cleaning building exteriors with high-pressure water, cover or berm storm drain inlets. If possible (and allowed by your local wastewater authority), collect (mop or vacuum) building cleaning water and discharge to the sanitary sewer.
- Never clean brushes or rinse paint containers into a street, gutter, storm drain, or creek.
- For water-based paints, paint out brushes to the extent possible and rinse to a drain leading to the sanitary sewer (i.e., indoor plumbing).
- For oil-based paints, paint out brushes to the extent possible, and filter and reuse thinners and solvents. Dispose of unusable thinners and residue as hazardous waste.
- Recycle, return to supplier or donate unwanted water-based (latex) paint.
- Dried latex paint may be disposed of in the garbage.
- Unwanted oil-based paint (that is not recycled), thinners, and sludges must be disposed of as hazardous waste.

Construction Projects Involving Cement and Concrete Work

- Avoid mixing excess amounts of fresh concrete or cement mortar on-site.
- Store dry and wet materials under cover, protected from rainfall and runoff.
- Wash out concrete transit mixers only in designated wash-out areas where the water will flow into settling ponds or onto dirt or stockpiles of aggregate base or sand. Pump water from settling ponds to the sanitary sewer, where allowed. Whenever possible, recycle washout by pumping back into mixers for reuse. Never dispose of washout into the street, storm drains, drainage ditches, or creeks.
- Whenever possible, return contents of mixer barrel to the yard for recycling. Dispose of small amounts of excess concrete, grout, and mortar in the trash.

Construction Projects Involving Roadwork/Pavement Construction

- Apply concrete, asphalt, and seal coat during dry weather to prevent contaminants from contacting stormwater runoff.
- Cover storm drain inlets and manholes when paving or applying seal coat, slurry seal, fog seal, etc.
- Always park paving machines over drip pans or absorbent materials, since they tend to drip continuously.
- When making saw-cuts in pavement, use as little water as possible. Cover each storm drain inlet

completely with filter fabric during the sawing operation and contain the slurry by placing straw bales, sandbags, or gravel dams around the catch basins. After the liquid drains or evaporates, shovel or vacuum the slurry residue from the pavement or gutter and remove from site.

- Wash down exposed aggregate concrete only when the wash water can: (1) flow onto a dirt area; (2) drain onto a bermed surface from which it can be pumped and disposed of properly; or (3) be vacuumed from the area along the curb where sediment has accumulated by blocking a storm drain inlet.
- Allow aggregate rinse to settle, and pump the water to the sanitary sewer if allowed by your local wastewater authority.
- Never wash sweepings from exposed aggregate concrete into a street or storm drain. Collect and return to aggregate base stockpile, or dispose with trash.
- Recycle broken concrete and asphalt.

Sources of Additional Information

Additional information on Construction Site Controls is available in the publications listed below.

Stormwater Quality Task Force. 1993. California Storm Water Best Management Practice Handbook - Construction.

Association of Bay Area Governments. 1995. Manual of Standards for Erosion and Sediment Control Measures. A comprehensive field guide for controlling soil erosion in California. May.

BASMAA. 1996. Start at the Source — Residential Site Planning and Design Guidance Manual.

Caltrans. 1996. Storm Water Quality Handbooks – Construction Contractors Guide and Specifications. May.

NEW DEVELOPMENT AND REDEVELOPMENT

The focus of this guidance is post-construction BMPs for new development or redevelopment projects. Post-construction BMPs are grouped into three types:

- **Site Planning Measures** that avoid or reduce disturbance of the site and limit the addition of impervious surfaces;
- **Pollution Prevention and Source Control Measures** that reduce or eliminate potential future sources of pollutants; and
- **Treatment Control Measures** that treat polluted runoff from new development/redevelopment sites.

[NOTE: THE FOLLOWING PARAGRAPH (SHOWN IN ITALICS) WILL BE INCLUDED BY ENTITIES SUBJECT TO ATTACHMENT 4 OF THE GENERAL PERMIT]

The State Water Resource Control Board's General Permit No. CAS000004, titled "Waste Discharge Requirements (WDRs) for Storm Water Discharges from Small Municipal Separate Storm Sewer Systems" requires jurisdictions which are subject to Attachment 4 of the General Permit to impose certain mandatory storm water pollution control design standards on certain types of new development and redevelopment projects. The (insert name of municipality) is subject to Attachment 4, and these mandatory design standards are contained in Appendix B at the end of this New Development and Redevelopment section of the BMP Guidance Series. These mandatory design standards may be revised from time to time, if the Attachment 4 requirements are revised by the State.

These mandatory design standards are applicable to the following types of development and redevelopment projects:

1. *Single-Family Hillside Residences*
2. *100,000 Square Foot Commercial Developments*
3. *Automotive Repair Shops*
4. *Retail Gasoline Outlets*
5. *Restaurants*
6. *Home Subdivisions with 10 or more housing units*
7. *Parking lots 5,000 square feet or more or with 25 or more parking spaces and potentially exposed to storm water runoff*

This guidance is focused strictly on specific controls that can be incorporated into individual development projects to avoid or reduce the pollutants from the particular project. Where appropriate, pros and cons are described along with typical conditions under which these controls have been found to be effective.

The best opportunities for post-construction controls are available in larger projects or when implemented on a regional basis, and most of this guidance emphasizes controls that can be introduced in larger new development/redevelopment projects through the discretionary approval process. The second section of this guidance presents a list of controls that can be employed for small infill-type projects which are subject only to the ministerial approval process where the opportunities are limited.

Projects requiring discretionary approval from the local jurisdiction include almost all projects except

minor infill development. This discretionary approval process is commonly the design review process, although other discretionary approvals such as a use permit or a subdivision map approval may also be triggered depending on the characteristics of the project.

Projects requiring ministerial approval are small improvement projects that conform to the site zoning requirements and include either a new single-family unit or minor modifications to an existing single family unit or a single structure. Such projects typically do not need discretionary approval, but will in all cases need a ministerial permit, such as a building or a grading permit.

Post-Construction BMPs for Projects Requiring Discretionary Approvals

Site Planning BMPs

This group of post-construction controls includes site planning to protect sensitive resources at or near the site and the use of alternate paving and cover materials to reduce the amount of impervious surfaces added by a new development. Studies have shown that in single-family residential areas, streets are the primary producers of runoff, and sidewalks and lawns, if properly vegetated, are a minor source. In multi-family developments, streets, parking lots and roofs generate similar quantities of runoff. In commercial/industrial areas, parking lots and roofs are the main generators of runoff. It follows then that to reduce impervious surfaces, in single-family residential areas reduction of street width and driveway lengths should be the primary strategy, while in multi-family developments and industrial/commercial areas, strategies should focus on reducing parking lots and the footprint of buildings. *For more information on site planning, refer to “Start at the Source Residential Site Planning and Design Guidance Manual for Stormwater Quality Protection”, available from BASMAA.*

Site planning BMPs that minimize impervious surface and maximize infiltration are described below:

- **Cluster development** - Concentrate the development on a limited portion of the site and leave the remaining portion undisturbed. This should be used where appropriate without creating other hazards such as those of access during emergencies.
- **Preserve natural drainages** - This measure includes not filling in the natural drainage features at the site, maintaining invert/streambeds to maximize capacity, and providing vegetated setbacks or buffer strips outside of the maximum water surface level. Main concerns are related to safety especially of children and future need for mosquito/pest control.
- **Reduce sidewalk widths, especially in low-traffic areas** - This control provides limited runoff reduction benefits, and reduction of width may not possible due to Americans with Disabilities Act (ADA) requirements.
- **Avoid curb and gutter along driveways and streets where appropriate** - This is recommended in areas where flooding and ponding of water creating mosquito habitat is not a problem. Replace with swales.
- **Use alternate paving materials/porous/permeable materials, where appropriate** - This measure includes use of alternate paving materials (e.g., porous asphalt, pervious concrete, pavers), landscaping, mulch, gravel and cobbles where appropriate to provide ground cover, and reduce the use of asphalt or other impervious pavement. Pavers are recommended for driveways, walkways, and patios in single-family residences where the site does not generate highly polluted runoff (that could contaminate groundwater if it were to infiltrate) and where ADA requirements do not have to be met. In non-residential areas, pavers are recommended for emergency access roads, overflow

parking areas, and non-handicapped parking stalls. (Note: Some types of alternate paving materials may not be suitable where heavy loads (e.g. truck movement) are anticipated.) *For more information on alternate paving materials, see Post-Construction Controls for New Development Fact Sheets available from BASMAA.*

- **Reduce the length of driveways or infiltrate driveway runoff** - This control applies mainly to single-family residential units. If reduction of the driveway length is not possible, grade and construct driveway so that runoff from driveway is directed to the adjacent landscaped areas.
- **Reduce street width by eliminating on-street parking (where such actions do not pose a safety hazard)** - This measure can be generally used in new residential areas. In addition to reducing the impervious area, this control has the added benefit of removing cars from streets and making street sweeping easier and more effective. If on-street parking in residential areas is eliminated, the developer must provide adequate off-street visitor parking.
- **Reduce alley width or use alternate materials for paving alleys** - If alleys are included in a proposed development, width should be minimized or alternate paving materials should be used.
- **Set aside open space** - This control is recommended for all developments (residential and non-residential). The main concern with open space relates to maintenance, weed control, and fire prevention. This group includes controls that can be incorporated into new development/redevelopment projects to avoid pollution in the long run by eliminating sources.

Pollution Prevention and Source Control BMPs

This group of BMPs includes controls that can be incorporated into new development/redevelopment projects to avoid pollution by eliminating sources.

- **Provide green areas where pets can be exercised** - Pet excrement is a major source of bacteria in urban runoff. Provide green areas in new residential developments where people can walk their pets and keep pet excrement away from sidewalks and streets.
- **Install landscaping or other cover** - Clearing and grading of surfaces in new development can increase potential for erosion. Install landscaping or other cover materials to minimize erosion from graded surfaces. Use of native plant materials is recommended because native plants require less maintenance and irrigation, and are typically more resistant to fires than non-native grasses. Native plants do take longer to cover slopes, therefore during the first few years, supplemental protection (erosion blanket, mulch, etc.) will be necessary.
- **Incorporate low-maintenance landscaping** - At sites where erosion may not be a concern but landscaping is proposed as part of the development, use low-maintenance landscaping that does not require frequent fertilizer, pesticide and herbicide application. Assistance in identifying the types of trees, shrubs, and ground cover that would work in the community, based on local climatic and soil conditions, can be obtained from garden centers, landscapers, and other sources.
- **Label storm drains to discourage dumping** - Label all storm drain inlets and catch basins within the project area with prohibitive language (such as: “NO DUMPING – DRAINS TO OCEAN”) and/or graphical icons to discourage illegal dumping. Signs and prohibitive language and/or graphical icons, which prohibit illegal dumping, must be posted at public access points along channels and creeks within the project area. Legibility of stencils and signs must be maintained.
- **Where possible, eliminate gutters/roof drains or direct runoff to landscaped areas** - Roof drains can be eliminated only in one to two-story buildings. Where these cannot be eliminated, direct the downspout of the gutter to a landscaped area or into an infiltration trench. Install several gutters to distribute the flow.
- **Construct designated vehicle wash area** - In new residential developments involving more than 50 units, construct a designated vehicle wash area so that the runoff from vehicle washing can be

property treated and/or disposed. Contact the local wastewater authority to determine if the discharge can be plumbed to the sanitary sewer. If not, provide appropriate treatment and disposal of this runoff.

- **Where possible use underground parking and the construction of multi-storied parking structures** - For commercial projects build underground or multi-story parking structures so that not only is impervious surface minimized but the parking surfaces are under a roof and not exposed to storm water.
- **Where possible use cooperative or shared parking** - For commercial areas this may be a cooperative effort between commercial entities or between commercial entities and the City.
- **Use alternate paving materials for parking lots** - This control is recommended for overflow parking areas and for less frequently used parking spaces (typically these are spaces along the periphery of the parking lot that will not have to meet ADA requirements and due to low usage there will be less concern regarding pollution of groundwater through infiltration of stall runoff).
- **Use measures to reduce building footprint and increase use of taller structures (where appropriate)** - This control is recommended for commercial and municipal structures, where it would also be consistent with other City planning and building requirements.
- **Berm waste storage areas** - Grade and pave outdoor waste receptacle areas to prevent run-on of storm water, and install a low containment berm around it. Alternately, construct a covered enclosure with wash-down capabilities plumbed into the sanitary sewer, after first contacting the local wastewater authority to verify that this practice will be acceptable.
- **Install valves on storm drain inlets in loading dock areas** - At commercial/industrial facilities where loading docks are proposed, install a valve(s) to control runoff in the event of spills.

Treatment BMPs

This group of BMPs includes controls that can be built at new development and redevelopment sites to capture and treat the polluted runoff before it enters the City's storm drain system or other receiving waters. Those BMPs which are feasible for the proposed development should be incorporated into its design.

Treatment control design standards, depending on the type of units, are based on either treating a given volume of runoff (e.g., first 0.5 inch of runoff) or a peak flowrate associated with a design storm. The volume approach is often utilized for small catchments where there tends to be a "first flush" condition (e.g., a parking lot). Design storms for storm water controls may be small (e.g. recurrence intervals of 3 months to 2 years) compared to flood control designs standards because of the need to minimize the size and cost of the unit, and because most runoff is associated with the more frequent smaller events.

Treatment controls must be designed such that volumes and flows in excess of the design standard bypass the unit, otherwise there is the possibility of aggravating flooding and also causing resuspension of previously captured sediments or other constituents. Also, all of the treatment BMPs described below require some inspection, maintenance, and disposal of solids to ensure optimum performance and often to avoid flooding.

- **Rooftop Catchment Systems** - These are rooftops which can sometimes be designed into large commercial and industrial sites to pool stormwater which, following the storm, evaporates. This effectively eliminates rooftop runoff from the storm drain system, and thereby reduces the hydraulically-connected impervious area. Another function of these systems is to slow down the runoff to reduce peaks. Problems with rooftop catchment systems are mainly related to leakage.
- **Vegetated Filter Strips** - Vegetated filter strips, buffer strips, or riparian buffer zones are strips of vegetation placed between receiving waters (e.g., along streams) and pollutant sources. The

effectiveness of the strips depend primarily on the width of the strip, and the vegetation type and condition. Strips of 100-300 feet in width are often considered. Such strips have been successfully applied to urban, agricultural, and forestry situations. Vegetation type selection must take into account the climate and usually should be drought-resistant. Maintenance is primarily annual cutting. Such strips are recommended for developments located along receiving waters such as streams, rivers and lakes, but outside the flood control boundary.

- **Vegetated Swales** - Swales are shallow low gradient channels that are vegetated. They are commonly applied in rural residential areas in lieu of traditional curb/gutters and underground stormwater drainage pipes. Water quality improvement is achieved primarily through filtration, and performance is dependent on the swale hydraulic capacity and vegetation type and condition. Influent water should be relatively free of coarse sediment to avoid burying the vegetation. Where sediment loads are of concern, sediment settling basins can be provided upstream of the swales. Maintenance consists primarily of vegetation management and settling basin cleanouts. Swales are generally recommended for low-density residential developments located in relatively flat terrain.

- **Infiltration Basins** - Infiltration basins store and infiltrate stormwater into the surficial groundwater aquifer. Performance is critically dependent on soil porosity and adequate depth to groundwater. Such conditions are typical of inland valleys, in contrast to low lying coastal areas. In order to maintain recharge rates, influent water may require pretreatment to remove sediments. Infiltration basins are effective at reducing runoff rates and volumes and can provide water supply benefits through aquifer recharge. Maintenance primarily consists of periodic removal of accumulated trash, debris and sediments to maintain recharge rates. Infiltration basins are generally recommended in areas where the depth to groundwater is relatively high and the soils are highly pervious. Where such conditions exist, this technology is generally applicable to the entire range of urban development, although the potential for groundwater contamination is often of concern in industrial areas.

- **Infiltration Trenches** - Infiltration trenches are shallow drains filled with high porosity materials (e.g. gravel). Stormwater discharged to these trenches is stored during the runoff event and infiltrates into the groundwater during dry weather periods. As with infiltration basins, performance requires porous subsoils and adequate depth to the groundwater table. The acceptability and designs of infiltration trenches must take into consideration the potential for infiltrating water to adversely affect soil strength around foundations. Infiltration trenches are generally not recommended for roof runoff near buildings because of building code requirements; but can be effective as part of the overall open channel drainage system.

- **Dry Detention Ponds/Basins** - These are basins designed to temporarily store and treat storm water prior to gradually releasing it downstream. Such basins can provide flood control and storm water treatment benefits. Treatment performance depends on storage volume (12-24 hours of residence time is considered a good rule of thumb), and good circulation (avoidance of short circuiting). A major factor limiting good performance is that, during larger storm runoff events, water entering a dry basin may resuspend previously settled material in which case the ponds may act as a source of sediment and associated chemicals. In general dry basins are not as effective as wet basins (discussed below), however, in certain arid areas, wet basins are not feasible. Performance of dry basins can be improved by incorporating slow release outlet structures. Such basins are generally applicable to residential, commercial, and industrial development in areas where there is insufficient runoff to maintain wet basins.

- **Retention Ponds/Wet Basins** - These are basins that contain a permanent pool of water. Such ponds can provide flood control, ecological, and water quality benefits. The performance of wet basins depends on the size of the basin, watershed characteristics, and influent conditions. The primary treatment process in retention ponds is settling. Maintenance is required for removing

debris, vegetation management, and maintaining the inlet and outlet structures. Accumulation rates in such basins typically require that accumulated sediment be removed about once every 10-20 years. Retention ponds are generally applicable to most urban situations, as long as there is adequate space for the facility and acceptable geological conditions.

- **Constructed/Restored Wetlands** - In addition to providing flood control and water supply benefits through artificial recharge of groundwater, constructed wetlands designed for stormwater management provide water quality benefits through a number of processes including sedimentation, filtration, absorption, biological processes, and nutrient uptake. Pollutant removal performance depends on the size of the wetland relative to the watershed, the design of the wetland, and the type and composition of wetland vegetation. Wetlands also provide additional ecological and recreational benefits. If a significant amount of sedimentation is anticipated, a deep settling basin could be constructed (which the water would enter prior to reaching the wetland). The basin would require periodic maintenance to remove accumulated sediment. Constructed wetlands require maintenance, especially in the first 5-10 years during which vegetation is growing and natural seeding is occurring. Providing suitable hydrologic conditions for vegetation growth and water treatment is key to successful performance of constructed wetlands. Constructed wetlands are generally applicable to most urban situations, as long as there is adequate space for the facility, an adequate source of water, and appropriate soils. In California, such wetlands would likely be seasonal in nature. The cost of urban lands often preclude this type of treatment in the more densely developed portions of urban areas.

A variation of this control is the use of existing wetlands for urban runoff treatment. Existing wetlands at or downstream of a new development/redevelopment project can be enhanced to improve hydrology, and runoff from the development project can be directed to the wetlands. Note that the dry detention ponds/basins, retention ponds/wet basins, and the constructed wetlands need to be periodically monitored for accumulation of toxic materials, and provisions made for cleanout and disposal pretreatment may be added (to remove heavy sediment trash and debris) to reduce maintenance. If a significant amount of sediment is anticipated, a deep settling basin could be constructed. This would also need to be periodically cleaned out to maintain capacity.

- **Filtration Systems** - Filtration systems convey stormwater through filter media (e.g., sand, compost, charcoal) to treat the storm water. The chemicals treated vary depending on the type of media and may include fine sediment, colloidal material, hydrocarbons, organics, nutrients and dissolved metals. Such systems come in many sizes and designs including: (1) inserts placed in individual storm drain inlets, (2) linear units that treat stormwater from small impervious areas such as parking lots, and (3) large 1-2 acre sand filters that treat runoff from urban catchments. Filters are effective as long as the capacity of the filter is not exceeded, and the filter is not allowed to clog. Filter inserts are particularly problematic in this regard, and recent testing and evaluation questions their applicability where material in runoff will clog or block the filter. In stormwater applications filter systems are required to remove blocking materials (leaves, trash, debris, sediments, oil and grease) and storage to better manage flowrates. Experience to date with filter type inserts for drain inlets suggest that the units are easily clogged with sediment and debris, with resultant bypassing of most of the flows. Therefore, inserts are not recommended unless require frequent inspection and cleaning is performed. Filtration systems will have limited application in small well-maintained parking lots.

- **Oil/Grit Separators** - Oil/grit (gravity) separators are usually multi-chambered treatment units that are placed underground and treat stormwater from a drainage catchment. The individual chambers often are designed to trap grit and floatables, and adsorb hydrocarbons. Flows in excess of the design capacity should be diverted around the unit, otherwise there is the possibility that

sediment previously trapped in the chambers will be resuspended and flushed downstream. Inspection and maintenance is required to ensure that the units are not filling up with sediment, as accumulation can affect performance. Traditional gravity oil/water separators that utilize skimming devices and coalescing plates (to increase droplet size and capture) are generally not applicable to stormwater conditions where total hydrocarbon concentrations are generally less than 10 mg/l. The performance of oil/grit separators varies depending on the chosen design. Research should be done before selecting any separators to verify that they will perform as desired. In general, oil/grit separators are useful only at sites where there are chances that oil spills could occur and to a limited degree at development sites that have high oil and grease loadings such as petroleum storage yards and vehicle storage facilities.

Post-Construction BMPs for Projects Requiring Ministerial Approvals

- **Incorporate low-maintenance landscaping** - Use low-maintenance drought-tolerant landscaping that does not require frequent fertilizer, pesticide and herbicide application.
- **Label storm drains to discourage dumping** - Label all storm drain inlets and catch basins within the project area with prohibitive language (such as: “NO DUMPING – DRAINS TO OCEAN”) and/or graphical icons to discourage illegal dumping. Signs and prohibitive language and/or graphical icons, which prohibit illegal dumping, must be posted at public access points along channels and creeks within the project area. Legibility of stencils and signs must be maintained.
- **Where possible, direct gutters to landscaped areas** - Roof drains may be eliminated only in one to two-story buildings. Where these cannot be eliminated, direct the downspout of the gutter to landscaped area or into an infiltration trench. Install several gutters to distribute the flow. Note that roof drains may be eliminated in residential and some commercial areas only, and should not be eliminated in industrial areas.
- **Use alternate paving materials/porous/permeable materials, where appropriate** - Use alternate paving materials (pavers), landscaping, mulch, gravel and cobbles where appropriate to provide ground cover, and reduce the use of asphalt or other impervious pavement. Pavers are recommended for driveways, walkways, and patios in single-family residences where the site does not generate highly polluted runoff (that could contaminate groundwater if it were to infiltrate) and where ADA requirements do not have to be met. In non-residential areas, pavers are recommended for emergency access roads, overflow parking areas, and non-handicapped parking stalls. These are not recommended where heavy loads (e.g. truck movement) are anticipated. For more information on alternate paving materials, see Post-Construction Controls for New Development Fact Sheets available from BASMAA.

Providing Proof of Ongoing BMP Maintenance

As part of project review, if a project applicant is required to include Structural or Treatment Control BMPs in project plans, the City will require that the applicant provide verification of maintenance provisions through such means as may be appropriate, including, but not limited to legal agreements, covenants, CEQA mitigation requirements and/or Conditional Use Permits.

For all properties, the verification will include the developer’s signed statement, as part of the project application, accepting responsibility for all structural and treatment control BMP maintenance until the

time the property is transferred and, where applicable, a signed agreement from the public or private entity assuming responsibility for Structural or Treatment Control BMP maintenance. A sample agreement is included in Appendix A.

The transfer of property to a private or public owner shall have conditions requiring the recipient to assume responsibility for maintenance of any Structural or Treatment Control BMP included in the sales or lease agreement for that property. The condition of transfer shall include a provision that the property owners conduct maintenance inspection of all Structural or Treatment Control BMPs at least once a year and retain proof of inspection. For residential properties where the Structural or Treatment Control BMPs are located within a common area which will be maintained by a homeowner's association, language regarding the responsibility for maintenance shall be included in the projects conditions, covenants and restrictions (CC&Rs).

Printed educational materials will be required to accompany the first deed transfer to highlight the existence of the requirement and to provide information on what storm water management facilities are present, signs that maintenance is needed, and how the necessary maintenance can be performed. The transfer of this information shall also be required with any subsequent sale of the property.

Sources of Additional Information

For additional information on post-construction controls for new development and redevelopment projects, see the following:

Bay Area Stormwater Management Agencies Association. 1996. Start at the Source. Residential Site Planning and Design Guidance Manual for Stormwater Quality Protection.

City of Olympia. 1994. Impervious Surface Reduction Study. Conducted by the Public Works Department. Water Resources Program. November. (for information on reducing impervious surfaces such as street widths, sidewalks, and parking facilities).

Wilson, A. 1994. "Stormwater Management, Environmentally Sound Approaches", published in the Environmental Building News, Vol. 3, No. 5, September/October. (for a general discussion of new development controls).

City of San Rafael. 1991. Hillside Residential Design Guidelines Manual. Prepared by Gast Hilmer Associates. (for more information on designing and building residential developments in hilly areas).

Bay Area Stormwater Management Agencies Association (BASMAA). 1997. Compilation of New Development Stormwater Treatment Controls in the San Francisco Bay Area. June. (For treatment controls)

California State Stormwater Quality Task Force. 1993. California Stormwater Best Management Practice Handbook - Municipal. March. (For treatment controls)

US Environmental Protection Agency. 1993. Guidance Specifying Management Measures for Sources of Nonpoint Pollution in Coastal Waters, Issued Under Authority of Section 6217(g) of the Coastal Zone Act Reauthorization Amendments of 1990. EPA 840-B-92-002. January.

Center for Watershed Protection, Watershed Protection Techniques, A Quarterly Bulletin on Urban Watershed Restoration and Protection Tools.

Center for Watershed Protection. 1996. Design of Stormwater Filtering Systems, prepared for Chesapeake Research Consortium, December.

Center for Watershed Protection. 1995. Site Planning for Urban Stream Protection, prepared by T. Schueler for Metropolitan Washington Council of Governments. (For information on cluster development, stream protection buffers, street reduction controls)

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- Appendix A
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**Agreement Regarding Maintenance of Structural or Treatment Control
BMPs (Best Management Practices)**

for APN No. _____

_____, being the owner of the real property located at _____, California, consents and agrees to inspect and maintain annually, prior to October 15 of each year, the Structural or Treatment Control BMPs (such as silt and/or grease traps or detention systems) on the subject property as shown on the improvement plans dated _____, on file with the City of _____. I agree to forward a letter providing proof of inspection and maintenance to the City of _____ Public Works Department prior to October 15 of each year.

In order to transfer the property to a private or public owner, I shall require the recipient to assume responsibility for maintenance of any Structural or Treatment Control BMPs in the sales or lease agreement for that property. The condition of transfer shall include a provision that the new property owner agrees to forward a letter providing proof of BMP inspection and maintenance to the City of _____ Public Works Department prior to October 15 of each year.

Printed educational materials will be required to accompany the first deed transfer to highlight the existence of the requirement and to provide information on what storm water management facilities are present, signs that maintenance is needed, and how the necessary maintenance can be performed. The transfer of this information shall also be required with any subsequent sale of the property.

I have read the above agreement and understand it.

Owner

Date

[NOTE: THIS APPENDIX B WILL BE USED BY ENTITIES SUBJECT TO ATTACHMENT 4 OF THE GENERAL PERMIT]

- Appendix B
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MANDATORY DESIGN STANDARDS

All discretionary development and redevelopment projects that fall into one of the following categories are subject to the Design Standards set forth below. These categories are:

1. Single-Family Hillside Residences
2. 100,000 Square Foot Commercial Developments
3. Automotive Repair Shops
4. Retail Gasoline Outlets
5. Restaurants
6. Home Subdivisions with 10 or more housing units
7. Parking lots 5,000 square feet or more or with 25 or more parking spaces and potentially exposed to storm water runoff

1. Design Standards Applicable to All Categories:

a. Peak Storm Water Runoff Discharge Rates. Post-development peak storm water runoff discharge rates shall not exceed the estimated pre-development rate for developments where the increased peak storm water discharge rate will result in increased potential for downstream erosion.

b. Conserve Natural Areas. If determined appropriate by the City, the following items must be implemented in the site layout during the subdivision design and approval process, consistent with applicable General Plan and Local Area Plan policies:

- 1) Concentrate or cluster Development on portions of a site while leaving the remaining land in a natural undisturbed condition.
- 2) Limit clearing and grading of native vegetation at a site to the minimum amount needed to build lots, allow access, and provide fire protection.
- 3) Maximize trees and other vegetation at each site by planting additional vegetation, clustering tree areas, and promoting the use of native and/or drought tolerant plants.
- 4) Promote natural vegetation by using parking lot islands and other landscaped areas.
- 5) Preserve riparian areas and wetlands.

c. Minimize Storm Water Pollutants of Concern. The development must be designed so as to minimize, to the maximum extent practicable, the introduction of pollutants of concern that may result in significant impacts, generated from site runoff of directly connected impervious areas (DCIA), to the storm water conveyance system as approved by the building official. Pollutants of concern consist of any pollutants that exhibit one or more of the following characteristics: current loadings or historic deposits of the pollutant are impacting the beneficial uses of a receiving water, elevated levels of the pollutant are found in sediments of a receiving water

and/or have the potential to bioaccumulate in organisms therein, or the detectable inputs of the pollutant are at concentrations or loads considered potentially toxic to humans and/or flora and fauna. In meeting this specific requirement, “minimization of the pollutants of concern” will require the incorporation of a BMP or combination of BMPs best suited to maximize the reduction of pollutant loadings in that runoff to the Maximum Extent Practicable.

d. Protect Slopes and Channels. Project plans must include BMPs consistent with local codes, ordinances, or other regulatory mechanism and these Design Standards to decrease the potential of slopes and/or channels from eroding and impacting storm water runoff:

- 1) Convey runoff safely from the tops of slopes and stabilize disturbed slopes.
- 2) Utilize natural drainage systems to the maximum extent practicable.
- 3) Stabilize permanent channel crossings.
- 4) Vegetate slopes with native or drought tolerant vegetation, as appropriate.
- 5) Install energy dissipaters, such as riprap, at the outlets of new storm drains, culverts, conduits, or channels that enter unlined channels in accordance with applicable specifications to minimize erosion, with the approval of all agencies with jurisdiction, e.g., the U.S. Army Corps of Engineers and the California Department of Fish and Game.

e. Provide Storm Drain System Stenciling and Signage. All storm drain inlets and catch basins within the project area must be stenciled with prohibitive language (such as: “NO DUMPING – DRAINS TO OCEAN”) and/or graphical icons to discourage illegal dumping. Signs and prohibitive language and/or graphical icons, which prohibit illegal dumping, must be posted at public access points along channels and creeks within the project area. Legibility of stencils and signs must be maintained.

f. Properly Design Outdoor Material Storage Areas. Outdoor material storage areas refer to storage areas or storage facilities solely for the storage of materials. Where proposed project plans include outdoor areas for storage of materials that may contribute pollutants to the storm water conveyance system, the following Structural or Treatment BMPs are required:

- 1) Materials with the potential to contaminate storm water must be: (a) placed in an enclosure such as, but not limited to, a cabinet, shed, or similar structure that prevents contact with runoff or spillage to the storm water conveyance system; or (b) protected by secondary containment structures such as berms, dikes, or curbs.
- 2) The storage area must be paved and sufficiently impervious to contain leaks and spills.
- 3) The storage area must have a roof or awning to minimize collection of storm water within the secondary containment area.

g. Properly Design Trash Storage Areas. A trash storage area refers to an area where a trash receptacle or receptacles (dumpsters) are located for use as a repository for solid wastes. All trash storage areas must meet the following Structural or Treatment Control BMP requirements (individual single family residences are exempt from these requirements):

- 1) Trash container areas must have drainage from adjoining roofs and pavement diverted around the area(s).
- 2) Trash container areas must be screened or walled to prevent off-site transport of trash.

h. Provide Proof of Ongoing BMP Maintenance. If a project applicant has included or is required to include, Structural or Treatment Control BMPs in project plans, the applicant shall provide verification of maintenance provisions through such means as may be considered

appropriate by the City, including but not limited to legal agreements, covenants, CEQA mitigation requirements and/or Conditional Use Permits. For all properties, the verification will include the developer's signed statement, as part of the project application, accepting responsibility for all structural and treatment control BMP maintenance until the time the property is transferred and, where applicable, a signed agreement from the public entity assuming responsibility for Structural or Treatment Control BMP maintenance. The transfer of property to a private or public owner must have conditions requiring the recipient to assume responsibility for maintenance of any Structural or Treatment Control BMP to be included in the sales or lease agreement for that property, and will be the owner's responsibility. The condition of transfer shall include a provision that the property owners conduct maintenance inspection of all Structural or Treatment Control BMPs at least once a year and retain proof of inspection. For residential properties where the Structural or Treatment Control BMPs are located within a common area which will be maintained by a homeowner's association, language regarding the responsibility for maintenance must be included in the project's conditions, covenants and restrictions (CC&Rs). Printed educational materials will be required to accompany the first deed transfer to highlight the existence of the requirement and to provide information on what storm water management facilities are present, signs that maintenance is needed, how the necessary maintenance can be performed, and assistance that the City may be able to provide. The transfer of this information shall also be required with any subsequent sale of the property. If Structural or Treatment Control facilities are located within a public area proposed for transfer, they will be the responsibility of the developer until they are accepted for transfer by the public agency. Structural or Treatment Control facilities proposed for transfer must meet design standards adopted by the public entity for the facilities installed and shall be approved by the public agency prior to its installation.

i. Properly Design Structural and Treatment Control Facilities. Structural and treatment control facilities shall be designed based on either a volumetric or flow based treatment control design standard, or both, as described below to mitigate (infiltrate, filter or treat) storm water runoff:

1) Volumetric Treatment Control Design Standard:

- a) The 85th percentile 24-hour runoff event determined as the maximized capture storm water volume for the area, from the formula recommended in Urban Runoff Quality Management, WEF Manual of Practice No. 23/ ASCE Manual of Practice No. 87, (1998); or
- b) The volume of annual runoff based on unit basin storage water quality volume, to achieve 80 percent or more volume treatment by the method recommended in California Stormwater Best Management Practices Handbook – Industrial/ Commercial, (2003); or
- c) The volume of runoff produced from a historical-record based reference 24-hour rainfall criterion for “treatment” that achieves approximately the same reduction in pollutant loads achieved by the 85th percentile 24-hour runoff event.

2) Flow Based Treatment Control Design Standard:

- a) The flow of runoff produced from a rain event equal to at least two times the 85th percentile hourly rainfall intensity for the area; or
- b) The flow of runoff produced from a rain event that will result in treatment of the same portion of runoff as treated using volumetric standards above.

Limited Exclusion: Restaurants and Retail Gasoline Outlets, where the land area for development or redevelopment is less than 5,000 square feet, are excluded from the numerical Structural

or Treatment Control BMP design standard requirement only.

2. Provisions Applicable to Individual Priority Project Categories:

a. 100,000 Square Foot Commercial Developments:

- 1) Properly Design Loading/Unloading Dock Areas:
 - a) Cover loading dock areas or design drainage to minimize run-on and runoff of storm water.
 - b) Direct connections to storm drains from depressed loading docks (truck wells) are prohibited.
- 2) Properly Design Repair/Maintenance Bays:
 - a) Repair/maintenance bays must be indoors or designed in such a way that doesn't allow storm water runoff or contact with storm water runoff.
 - b) Design a repair/maintenance bay drainage system to capture all washwater, leaks and spills. Connect drains to a sump for collection and disposal. Direct connection of the repair/maintenance bays to the storm drain system is prohibited. If required by local wastewater authority, obtain an Industrial Waste Discharge Permit.
- 3) Properly Design Vehicle/Equipment Wash Areas:
 - a) Self-contained and/ or covered areas must be equipped with a clarifier, or other pretreatment facility, and
 - b) Properly connected to a sanitary sewer or other appropriately permitted disposal facility.

b. Restaurants:

- 1) Properly Design Equipment/Accessory Wash/Steam Clean Areas:
 - a) These areas must be self-contained, equipped with a grease trap, and properly connected to a sanitary sewer.
 - b) If the wash area is to be located outdoors, it must be covered, paved, have secondary containment, and be connected to the sanitary sewer or other appropriately permitted disposal facility.

c. Retail Gasoline Outlets:

- 1) Properly Design Fueling Area:
 - a) The fuel dispensing area must be covered with an overhanging roof structure or canopy. The canopy's minimum dimensions must be equal to or greater than the area within the grade break. The canopy must not drain onto the fuel dispensing area, and the canopy downspouts must be routed to prevent drainage across the fueling area.
 - b) The fuel dispensing area must be paved with Portland cement concrete (or equivalent smooth impervious surface), and the use of asphalt concrete shall be prohibited.
 - c) The fuel dispensing area must have a 2% to 4% slope to prevent ponding, and must be separated from the rest of the site by a grade break that prevents runoff of storm water to the extent practicable.
 - d) At a minimum, the concrete fuel dispensing area must extend 6.5 feet (2.0 meters) from the corner of each fuel dispenser, or the length at which the hose and nozzle assembly may be operated plus 1 foot (0.3 meter), whichever is less.

d. Automotive Repair Shops:

1) Properly Design Fueling Area:

- a) The fuel dispensing area must be covered with an overhanging roof structure or canopy. The canopy's minimum dimensions must be equal to or greater than the area within the grade break. The canopy must not drain onto the fuel dispensing area, and the canopy downspouts must be routed to prevent drainage across the fueling area.
- b) The fuel dispensing area must be paved with Portland cement concrete (or equivalent smooth impervious surface), and the use of asphalt concrete shall be prohibited.
- c) The fuel dispensing area must have a 2% to 4% slope to prevent ponding, and must be separated from the rest of the site by a grade break that prevents runoff of storm water to the extent practicable.
- d) At a minimum, the concrete fuel dispensing area must extend 6.5 feet (2.0 meters) from the corner of each fuel dispenser, or the length at which the hose and nozzle assembly may be operated plus 1 foot (0.3 meter), whichever is less.

2) Properly Design Repair/Maintenance Bays:

- a) Repair/maintenance bays must be indoors or designed in such a way that doesn't allow storm water run-on or contact with storm water runoff.
- b) Design a repair/maintenance bay drainage system to capture all wash-water, leaks and spills. Connect drains to a sump for collection and disposal. Direct connection of the repair/maintenance bays to the storm drain system is prohibited. If required by local wastewater authority, obtain an Industrial Waste Discharge Permit.

3) Properly Design Vehicle/Equipment Wash Areas:

- a) These areas must be self-contained and/or covered, equipped with a clarifier, or other pretreatment facility, and properly connected to a sanitary sewer or other appropriately permitted disposal facility.

4) Properly Design Loading/Unloading Dock Areas:

- a) Cover loading dock areas or design drainage to minimize run-on and runoff of storm water.
- b) Direct connections to storm drains from depressed loading docks (truck wells) are prohibited.

e. Parking Lots:

1) Properly Design Parking Areas:

- a) Reduce impervious land coverage of parking areas.
- b) Infiltrate or treat runoff.

2) Properly Design To Limit Oil Contamination and Perform Maintenance:

- a) Treat to remove oil and petroleum hydrocarbons at parking lots that are heavily used (e.g. fast food outlets, lots with 25 or more parking spaces, sports event parking lots, shopping malls, grocery stores, discount warehouse stores).
- b) Ensure adequate operation and maintenance of treatment systems particularly sludge and oil removal, and system fouling and plugging prevention control.

3. Waiver.

At its discretion and for good cause, the City may waive one or more of the requirements set forth in this Section if impracticability for a specific property can be established. A waiver of

impracticability shall be granted only when all other Structural or Treatment Control BMPs have been considered and rejected as infeasible. Recognized situations of impracticability include, (i) extreme limitations of space for treatment on a redevelopment project, (ii) unfavorable or unstable soil conditions at a site to attempt infiltration, and (iii) risk of ground water contamination because a known unconfined aquifer lies beneath the land surface or an existing or potential underground source of drinking water is less than 10 feet from the soil surface. A waiver may be revoked for cause and with proper notice.

4. Limitation on Use of Infiltration BMPs.

Three factors significantly influence the potential for storm water to contaminate ground water. They are (i) pollutant mobility, (ii) pollutant abundance in storm water, (iii) and soluble fraction of pollutant. The risk of contamination of groundwater may be reduced by pretreatment of storm water. In addition, the distance of the groundwater table from the infiltration BMP may also be a factor determining the risk of contamination. A water table distance separation of ten feet depth in California presumptively poses negligible risk for storm water not associated with industrial activity or high vehicular traffic.

Site specific conditions must be evaluated when determining the most appropriate BMP. Additionally, monitoring and maintenance must be provided to ensure groundwater is protected and the infiltration BMP is not rendered ineffective by overload. This is especially important for infiltration BMPs for areas of industrial activity or areas subject to high vehicular traffic [25,000 or greater average daily traffic (ADT) on main roadway or 15,000 or more ADT on any intersecting roadway]. In some cases pretreatment may be necessary.

5. Alternative Certification for Storm Water Treatment Mitigation.

In lieu of conducting a detailed BMP plan review to verify Structural or Treatment Control BMP adequacy, the City may, at its discretion, elect to accept a signed certification from a Civil Engineer or a Licensed Architect registered in the State of California, that the plan meets the criteria established herein. Certifying person(s) will have to demonstrate to the City's satisfaction that they have been trained on BMP design for water quality not more than two years prior to the signature date. Training conducted by an organization with storm water BMP design expertise (e.g., a University, American Society of Civil Engineers, American Society of Landscape Architects, American Public Works Association, or the California Water Environment Association) may be considered qualifying.”

INVENTORY OF CAMPGROUNDS, RV PARKS, AND BOAT MARINAS

CAMPGROUNDS AND RV PARKS

Name	Address	Entity
Marina Dunes RV Park	3330 Dunes Drive	Marina
Monterey Fairgrounds	2004 Fairground Road	California State Fair Board
Saddle Mountain Recreation Park	27625 Schulte Road	Carmel Valley
Veteran's Memorial Park	Skyline Drive & Veteran's Drive	Monterey

BOAT MARINAS

Breakwater Cove Marina	32 Cannery Row	Monterey
City of Monterey Marina	Del Monte & Figueroa	Monterey

Inspection Checklist for Boat Marinas

Date of Inspection	
Name of Construction Site	
Site Address	
Site Contact Person	
Site Telephone	
Inspector's Name	

NOTE: This checklist may include BMPs that are not installed at the inspection site. In this case, put a check in the "N/A" column for any such BMPs.

BMPS	YES	NO	N/A	COMMENTS
<i>Spill Protection</i>				
Does the facility have adequate spill response equipment that is easily accessible and clearly marked?				
Does the facility have a spill recovery plan for oil and hazardous material?				
Is the fire department and/or other likely spill response agencies familiar with the spill recovery plan and associated equipment?				
<i>Disposal of Petroleum and Other Products</i>				
Are there one or more separate containers (NOT a dumpster) for the disposal of used petroleum products (waste oil, fluids, contaminated fuel, etc.), batteries, antifreeze, paint cans, mineral spirits, and other solvents readily accessible to boaters?				
Is there a container designated for the disposal of used oil filters?				
Are there berms around these containers to contain spills and leakage?				
<i>Fueling Areas and Activities</i>				
Are automatic shut-off nozzles used on fueling hoses?				
Are there containment berms around fixed pieces of machinery that use oil or gasoline?				
<i>Sewage and Bilge Water Pump Out Facilities</i>				
Is there a pump out facility to accept bilge water and sewage from marine sanitation devices conveniently located within the marina?				
Are there signs clearly directing boaters to the location of the pump out facility?				
Is it available for use at all hours, and is the cost to use it low enough to encourage its use?				
Is the facility regularly inspected and maintained for proper operation?				

BMPS	YES	NO	N/A	COMMENTS
<i>Public Education and Signage</i>				
Are educational signs/posters prominently displayed, dealing with the following topics:				
Recycling of oil, oil-absorbing pads, and oil filters?				
Using fuel/air separators on fuel tank filling lines, as well as oil-absorption materials in bilges and when fueling?				
Proper disposal of used petroleum products?				
Proper fish cleaning procedures?				
Advising against the use of TBT-based paint?				
Using biodegradable, phosphate-free detergents and cleaning compounds for washing boats?				
The prohibition of discharge from marine sanitation devices, and the fines associated with violation of this prohibition?				
<i>General Source Control</i>				
Are engine repair areas kept clean of spills and leaks?				
Is abrasive blasting performed inside spray booths or with tarp enclosures to prevent residue from being carried into surface waters or the storm drain system?				
Is debris and residue from outdoor maintenance work cleaned up and properly disposed of, so it doesn't enter surface waters or the storm drain system?				
Are vacuum sanders used when sanding boat hulls?				
Are solid waste storage containers covered to keep materials from blowing out and into surface waters or the storm drain system?				
Are there an adequate number of trash receptacles so it is convenient for boats to use them, and are they emptied regularly so they don't overflow?				
Are there designated fish cleaning areas, and do these drain to the sanitary sewer?				
Do outside contractors who perform work within the marina have to sign off on a form or contract indicating they understand and agree to comply with appropriate storm water pollution prevention practices?				

ACTIONS TAKEN FOLLOWING INSPECTION	YES	NO	COMMENTS
Responsible party requested to correct any deficiencies noted above? (Include date notice was sent)			
Site reinspected following corrective action by responsible party? (Include date of reinspection)			

Deficiencies found to be corrected during reinspection?			
Further action taken or necessary following reinspection? (Describe)			

Inspection Checklist for RV Parks

Date of Inspection	
Name of Construction Site	
Site Address	
Site Contact Person	
Site Telephone	
Inspector's Name	

NOTE: This checklist may include BMPs that are not installed at the inspection site. In this case, put a check in the "N/A" column for any such BMPs.

BMPS	YES	NO	N/A	COMMENTS
<i>Disposal of Petroleum and Other Products</i>				
Is vehicle servicing or maintenance involving changing of fluids prohibited within the RV park, or if it is allowed, are there one or more separate containers (NOT a dumpster) for the disposal of used petroleum products (waste oil, fluids, contaminated fuel, etc.), antifreeze, paint cans, mineral spirits, and other solvents readily accessible to RV owners?				
Is there a container designated for the disposal of used oil filters?				
Are there berms around these containers to contain spills and leakage?				
<i>Sewage Pump Out or Dumping Facilities</i>				
Is a sewage pump out or dumping facility conveniently located within the RV park?				
Are there signs clearly directing RV owners to the location of the facility?				
Is it available for use at all hours, and is the cost to use it low enough to encourage its use?				
Is the facility regularly inspected and maintained for proper operation?				
<i>Public Education and Signage</i>				
Are educational signs/posters prominently displayed, dealing with the following topics:				
Proper disposal of used petroleum products?				
Using biodegradable, phosphate-free detergents and cleaning compounds for washing RVs?				
The prohibition of discharge of sewage from RVs into storm drains or manholes, and the fines associated with violation of this prohibition?				
<i>General Source Control</i>				

BMPS	YES	NO	N/A	COMMENTS
Is the washing of RVs within the RV park prohibited, or if allowed, is there a designated RV washing area that discharges to the sanitary sewer system, and are there signs showing RV owners where the area is located?				

BMPS	YES	NO	N/A	COMMENTS
<i>General Source Control (Cont'd)</i>				
Are solid waste storage containers covered to keep materials from blowing out and into the storm drain system?				
Are there an adequate number of trash receptacles so it is convenient for RV owners to use them, and are they emptied regularly so they don't overflow?				

ACTIONS TAKEN FOLLOWING INSPECTION	YES	NO	COMMENTS
Responsible party requested to correct any deficiencies noted above? (Include date notice was sent)			
Site reinspected following corrective action by responsible party? (Include date of reinspection)			
Deficiencies found to be corrected during reinspection?			
Further action taken or necessary following reinspection? (Describe)			

GUIDANCE DOCUMENT
FOR POLICIES AND PROCEDURES
PERTAINING TO
CONSTRUCTION SITES

BACKGROUND

In the absence of proper management, construction sites can release significant amounts of sediment into storm water and eventually into the municipality's storm drain system. Activities conducted at construction sites such as storage and handling of construction materials, hazardous materials storage and handling, and fueling, use, and cleanup of vehicles and equipment can also release other pollutants to the storm drain system. An increase in compaction and impervious surfaces at construction sites can cause an increase in volume of surface runoff and increase peak flows which can cause erosion and other changes in stream hydrology and morphology.

All construction sites (regardless of location) that are 5 or more acres in size are covered by Phase I NPDES Construction Site General Permits. All sites greater than 1 acre but less than 5 acres are subject to the State's General Phase II NPDES Permit regulations. The policies and procedures that follow describe the actions the municipality will take to control discharge of pollutants from sites that are greater than 1 acre, and under certain conditions from sites that are less than 1 acre, so that construction activities within the municipality do not result in urban runoff impacts.

POLICY

It is the policy of the municipality to reduce the potential for discharge of pollutants into urban runoff from construction sites by enforcing the provisions of its Urban Storm Water Quality Management and Discharge Control Ordinance (Ordinance) which are applicable to construction sites.

Persons that will be inspecting construction sites for compliance with the Ordinance, or investigating reports of noncompliance, will be trained in the methods and procedures for performing such work.

PROCEDURES

The Construction Site Plan Review and Inspection Procedures described in Appendix E will be utilized to ensure that appropriate measures are taken by the contractor during construction to eliminate or minimize storm water pollution that may result from construction activities. The review procedure is intended to ensure that appropriate BMPs for construction sites, as described in the BMP Guidance Series contained in Appendix E of this MRSWMP, are incorporated into the construction activities.

Reports and observations of noncompliance with the Ordinance may be in the form of construction site inspections performed by the municipality's staff, by reports received from the general public, and by observations made by non-inspection members of the municipality's staff.

Site inspections will be documented using the Construction Site Inspection Checklist contained in Appendix E to this MRSWMP. If incidents of noncompliance are observed during inspections, appropriate followup actions will be taken, using the Protocol for Taking Action Against Violators of the Ordinance contained in Appendix E to this MRSWMP. Documentation will be kept on the response and the outcome of the observed incident(s) of noncompliance using the Construction Site Inspection Checklist.

Reports received from the public and from non-inspection members of the municipality's staff will be logged and investigated, and appropriate followup actions will be taken. Documentation will be kept on the response and the outcome of the reported incident using the "Illegal Discharge/Illicit Connection Reporting and Response" form contained in Appendix E to this MRSWMP.

CONSTRUCTION SITE **PLAN REVIEW AND INSPECTION PROCEDURES**

The attached figure shows the steps in the Construction Site Plan Review and Inspection Procedures. The text below describes what will be done in each of these steps.

The municipality will determine how best to integrate these procedures into its existing project review process, and which departments will be responsible for each of the Steps described below.

Step 1: Determine the size of the project. If construction of the project will disturb less than 1 acre of land, the project will be subject to the normal permit processes, and General Permit stormwater requirements will not apply. However, in its discretion the municipality may impose some or all of the construction stormwater requirements contained in its Urban Storm Water Quality Management and Discharge Control Ordinance (Ordinance) on projects disturbing less than 1 acre of land.

Those projects disturbing 1 or more acres of land will need to be covered by a general permit for construction activity storm water discharges from the RWQCB in addition to existing permit processes.

Sites Disturbing 1 or More Acres

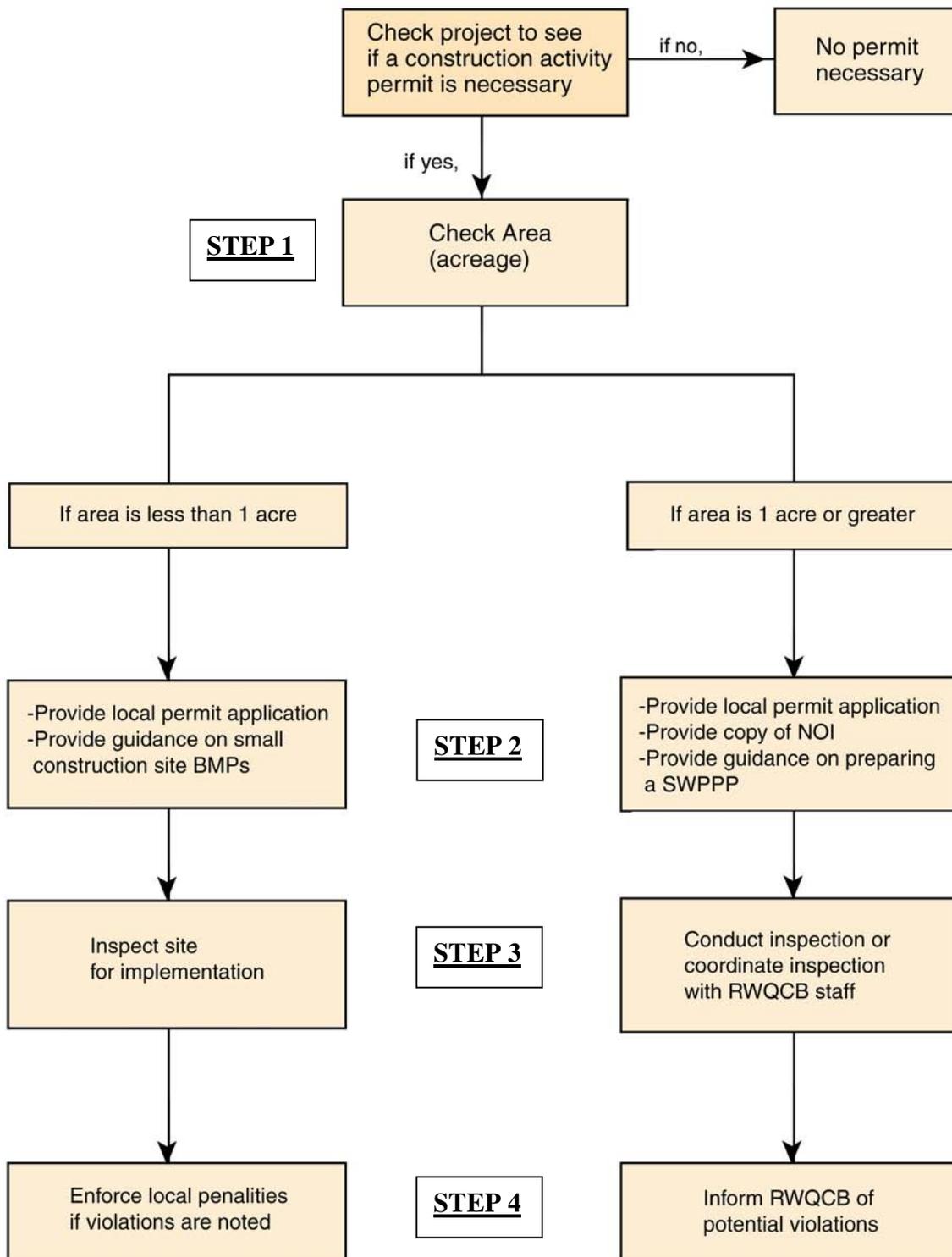
Step 2: Applicants will be provided information about the NPDES permit requirements, including the NOI filing process and the need to develop a construction site SWPPP. (Municipalities that frequently have projects of this size within their jurisdictions should keep blank copies of the NOI form at the Public Works/Community Development department counters for this purpose.) Applicants will be referred to the RWQCB office, and to the SWRCB website, to obtain guidance on preparing a construction site SWPPP.

Applicants will also be provided with brochures and materials on BMPs for construction sites, including a copy of the current BMP Guidance Series.

Step 3: Construction site inspections will normally be performed in early fall, sufficiently far enough in advance of the normal first rainfall of the year so that any deficiencies can be corrected before the onset of the rainy season. The inspections will be coordinated with the RWQCB staff. The Inspection Checklist for Construction Sites contained in this Appendix will be used by inspectors to conduct their inspections.

Step 4: The construction contractor and the RWQCB staff will be notified of any deficiencies noted during the municipality's inspections. However, if enforcement action becomes necessary to rectify such deficiencies, that will be left to the RWQCB via its regulatory authority under the State's General Permit for Construction Activities

CONSTRUCTION SITE PLAN REVIEW AND INSPECTION PROCEDURES



This table adapted from the Model Urban Runoff Program July 1998 & revised Feb. 2002

Inspection Checklist for Construction Sites

Date of Inspection	
Name of Construction Site	
Site Address	
Site Contact Person	
Site Telephone	
Inspector's Name	

BMPS TO MINIMIZE SOIL MOVEMENT	YES	NO	OTHER
<i>Soil Cover</i>			
Are cover materials such as vegetative debris, mulch, crushed stone, geotextile fabric, erosion control blankets installed?			
Are soil stabilizers being used, as appropriate?			
Is temporary seeding and/or planting being used to reduce erosion potential?			
<i>Tracking Control</i>			
Are access roads and entrances stabilized?			
Is an entrance/exit tire wash provided?			
Are dry sweeping methods used where possible when cleaning sediments from streets, driveways and paved areas on the construction site? If water must be used to flush pavement, is runoff collected in temporary storage tanks to settle out sediments prior to discharge to the storm drains, and are storm drain inlets protected?			
<i>Structures to Control and Convey Runoff</i>			
Are the following types of structures being used to control and/or convey runoff to minimize erosion and stormwater pollution? Earth dikes Drainage swales and ditches Slope drains and subsurface drains Velocity dissipation devices Flared culvert end sections Check dams			
BMPS TO CAPTURE SEDIMENT	YES	NO	OTHER
Is terracing, riprap, sand bags, rocks, straw bales, and/or temporary vegetation being used on slopes to reduce runoff velocity and trap sediments? (Note: Asphalt rubble or other demolition debris should not be used for this purpose)			

BMPS TO CAPTURE SEDIMENT (CONT'D)	YES	NO	OTHER
Are storm drain inlets protected from sediment-laden runoff? (Note: Acceptable storm drain inlet protection devices include sand bag barriers, filter fabric fences, block and gravel filters, and excavated drop inlet sediment traps.*			
When dewatering the site, is sediment from the discharge being removed using filtration methods? (Note: Mobile units specifically designed for construction site dewatering can be rented for this purpose)			
Are the following types of other controls being used to capture sediment to minimize stormwater pollution? Silt fence Straw bale barrier Sand bag barrier Brush or rock filter Sediment trap Temporary sediment basin			
GOOD HOUSEKEEPING BMPS	YES	NO	OTHER
<i>All Construction Sites</i>			
Have all subcontractors been made aware of the locations of storm drains, drainage swales and creeks located near the construction site and directed to prevent pollutants from entering them?			
Are leaks, drips, and other spills being cleaned up immediately?			
Is refueling of vehicles and heavy equipment being performed in one designated location?			
Are vehicles being washed at an appropriate off-site facility? If equipment must be washed on-site, are soaps, solvents, degreasers, and steam cleaning equipment prohibited from being used, and is wash water prevented from entering the storm drain?			
Where materials have spilled is wash down of pavement or surfaces prohibited, with dry cleanup methods used whenever possible?			
Is contamination of clean runoff from adjacent sites avoided by using berms and/or temporary or permanent drainage ditches to divert water flow around the site?			

GOOD HOUSEKEEPING BMPS (CONT'D)	YES	NO	OTHER
Are exposed piles of soil, construction materials and wastes either kept out of the rain or covered with plastic sheeting or temporary roofs?			
Before it rains are materials from surfaces that drain to storm drains, creeks, or channels swept and removed?			
Are trash cans placed around the site to reduce litter?			
Are non-hazardous construction wastes disposed of in covered dumpsters or recycling receptacles?			
Are leftover materials recycled whenever possible?			
Are open dumpsters covered with plastic sheeting or a tarp during rainy weather?			
Are employees and subcontractors informed about the stormwater requirements and their own responsibilities?			
<i>Construction Projects Involving Paint Work</i>			
Are non-hazardous paint chips and dust from dry stripping and sand blasting swept up or collected in plastic drop cloths and disposed of as trash? (Note: Chemical paint stripping residue and chips and dust from marine paints or paints containing lead or tributyl tin must be disposed of as a hazardous waste)			
When stripping or cleaning building exteriors with high-pressure water, are storm drain inlets covered or bermed? (Note: Consult with the local wastewater authority to determine if it is permissible to collect (mop or vacuum) building cleaning water and to discharge it to the sanitary sewer)			
Is the cleaning of brushes and the rinsing of paint containers into a street, gutter, storm drain, or creek prohibited?			
For water-based paints are brushes painted out to the extent possible and rinsed to a drain leading to the sanitary sewer (i.e., indoor plumbing)? (Note: Dried latex paint may be disposed of in the garbage)			
For oil-based paints are brushes painted out to the extent possible, and are thinners and solvents filtered and reused? (Note: Unusable thinners and residue and unwanted oil-based paint (that is not recycled) must be disposed of as hazardous wastes.)			
<i>Construction Projects Involving Cement and Concrete Work</i>			
Is the mixing of excess amounts of fresh concrete or cement mortar on-site being avoided?			

GOOD HOUSEKEEPING BMPS (CONT'D)	YES	NO	OTHER
Are dry and wet materials stored under cover, or otherwise protected from rainfall and runoff?			
Are concrete transit mixers washed out only in designated wash-out areas where the water will flow into settling ponds or onto dirt or stockpiles of aggregate base or sand?			
Is water from settling ponds pumped to the sanitary sewer, where allowed by the local wastewater authority? (Note: Whenever possible, recycle washout by pumping back into mixers for reuse. Never dispose of washout into the street, storm drains, drainage ditches, or creeks)			
Whenever possible are the contents of mixer barrels returned to the yard for recycling, and are small amounts of excess concrete, grout, and mortar disposed of in the trash. ?			
<i>Construction Projects Involving Roadwork/Pavement Construction</i>			
Are concrete, asphalt, and seal coat applied only during dry weather to prevent contaminants from contacting stormwater runoff?			
Are storm drain inlets and manholes covered when paving or applying seal coat, slurry seal, fog seal, etc.?			
Are paving machines always parked over drip pans or absorbent materials (since they tend to drip continuously)?			
Is as little water as possible used when making saw-cuts in pavement, and is each affected storm drain inlet covered completely with filter fabric during the sawing operation?			
Is saw-cutting slurry contained by placing straw bales, sandbags, or gravel dams around the catch basins, and after the liquid drains or evaporates is the slurry residue from the pavement or gutter shoveled or vacuumed and removed from the site?			
Is exposed aggregate concrete washed down only when the wash water can: (1) flow onto a dirt area; (2) drain onto a bermed surface from which it can be pumped and disposed of properly; or (3) be vacuumed from the area along the curb where sediment has accumulated by blocking a storm drain inlet, and is the aggregate rinse water allowed to settle before being pumped to the sanitary sewer (if allowed by the local wastewater authority), or before it is hauled away for proper disposal?			

Are sweepings from exposed aggregate concrete prevented from being discharged into a street or storm drain?			
ACTIONS TAKEN FOLLOWING INSPECTION	YES	NO	COMMENTS
Responsible party requested to correct any deficiencies noted above? (Include date notice was sent)			
Site reinspected following corrective action by responsible party? (Include date of reinspection)			
BMPs found to be in satisfactory condition during reinspection?			
Further action taken or necessary following reinspection? (Describe)			

GUIDANCE DOCUMENT
FOR POLICIES AND PROCEDURES
PERTAINING TO
NEW DEVELOPMENT AND REDEVELOPMENT

BACKGROUND

Primarily two concerns are associated with new development and significant redevelopment. As communities are progressively built out, impervious surfaces replace natural topography, and storm water peak flows and volume increase, resulting in changes to stream morphology. Secondly, new urban areas add to the urban runoff pollutant loads by creating new sources. Numerous studies show that controlling pollutants after they have entered the storm drain system is far more difficult and expensive than preventing or reducing the discharge at the source.

If areas of the municipality proposed for new development or redevelopment are planned, designed, and constructed in a manner that is sensitive to issues of quantity and quality of urban runoff, then future pollutant loads from these areas will be reduced.

POLICY

It is the policy of the municipality to reduce the potential for discharge of pollutants into urban runoff from new development and redevelopment areas using a strategy that combines:

- ◆ Reducing/eliminating sources of pollutants
- ◆ Managing site runoff volumes and flow rates such that they are similar to preconstruction levels, and
- ◆ Treating runoff when/if appropriate

This policy will be carried out by enforcing the provisions of the Urban Storm Water Quality Management and Discharge Control Ordinance (Ordinance) which are applicable to new development and redevelopment sites.

PROCEDURES

The Development Projects Plan Review and Inspection Procedures described in Appendix E will be utilized to ensure that appropriate measures are included in the design of projects to mitigate storm water pollution that may result from them. The review procedure is intended to ensure that appropriate BMPs for development projects, as described in the BMP Guidance Series contained in Appendix E of this MRSWMP, are incorporated into the design of these projects.

Post-construction site inspections will be documented using the Post-Construction Site Inspection Checklist contained in Appendix E to this MRSWMP. If incidents of noncompliance are observed during inspections, appropriate followup actions will be taken, using the Protocol for Taking Action Against Violators of the Ordinance contained in Appendix E to this MRSWMP. Documentation will be kept on the response and the outcome of the observed incident(s) of noncompliance using the Post-Construction Site Inspection Checklist.

DEVELOPMENT PROJECTS **PLAN REVIEW AND INSPECTION PROCEDURES**

The attached figure shows the steps in the Development Projects Plan Review and Inspection Procedures. The text below describes what will be done in each of these steps.

The municipality will determine how best to integrate these procedures into its existing project review process, and which departments will be responsible for each of the Steps described below.

Step 1: Determine whether the project involves Discretionary or only Ministerial approval.

Almost all projects except minor infill development require Discretionary approval from the municipality, and normally involve compliance with CEQA processes. Discretionary approvals typically include some or all of the following:

- Subdivision or tentative map approval
- Issuance of a use permit or a conditional use permit
- Design review

Small improvement projects that conform with the site zoning requirements and include either a new single-family unit or minor modifications to an existing single family unit or a single structure typically do not need Discretionary approval, but will need Ministerial approval from the municipality, but normally are categorically exempt under CEQA. Ministerial approvals typically include some or all of the following:

- Issuance of a building permit
- Issuance of a grading permit
- Issuance of a septic tank permit
- Issuance of a well permit

Projects Involving Discretionary Approval

Step 2: If there is a pre-application meeting, the municipal permitting staff will inform the applicant of the municipality's General Plan/LCP policies/ordinance requirements regarding runoff quantity and quality. The staff will also provide guidance on potential design measures and post-construction controls available for the type of project proposed by the applicant, including a copy of the current BMP Guidance Series.

Once an application is received, the municipality's staff will review the application for urban runoff issues, and will compare the proposed storm water pollution control measures included in the project with the New Development and Redevelopment Project BMPs contained in the current version of the BMP Guidance Series.

The staff will use the CEQA Initial Study checklist to examine the project's potential to affect urban runoff quantity and quality. If impacts are considered likely and the applicant has included post-construction controls in the development plan, the staff will review them for appropriateness and adequacy.

Step 3: If appropriate post-construction controls are considered by the municipality's staff to be necessary for the project, but the staff determines that the controls which are proposed by the applicant are inadequate for the project, the staff will recommend that additional or different types of controls be required. The applicant will be asked to resubmit the project with the inclusion of additional or different control measures.

If appropriate post-construction controls are considered by the municipality's staff to be necessary for the project, but controls are not proposed by the applicant, the staff will inform the applicant of the municipality's requirements. The applicant will be referred to the BMP Guidance Series for New Development and Redevelopment Projects, and will be asked to resubmit the project with the inclusion of appropriate control measures.

In some instances, on-site controls may not be possible. For such developments, the municipality may consider contribution by the developer towards the development of regional controls (such as detention basins or constructed wetlands).

The municipality's Public Works/Engineering Department will be consulted during the review, because many post-construction runoff controls are engineered structures that are best reviewed by engineers to evaluate their impact on the downstream drainage system.

Step 4: If the municipal staff has requested the applicant to resubmit the project under Step 3, the staff will review the resubmitted final development plan for adequacy of post-construction runoff controls.

Step 5: Once the project has been submitted with acceptable control measures included in its design, the municipality staff will issue the appropriate permits and approvals using the municipality's normal processes.

Step 6: As construction of the project proceeds it will be subject to the municipality's normal building inspection process. Post-construction runoff controls that the municipality required during the review process described under Steps 2, 3, and 4 will be inspected during this process, so that building inspectors can make sure the urban runoff controls were implemented. Inspectors will also check the completed project to make sure no improper connections are made to the storm drain system that could discharge non-storm water into the storm drain.

Step 7: One of the main problems with many new development runoff controls is the long term operation and maintenance of post-construction controls. The problem has many aspects:

- Most of the post-construction runoff controls require maintenance and fail when maintenance is inadequate.
- Often the project is built by one entity and then occupied/owned by another entity. Ownership may change several times, and the maintenance procedures and responsibilities may not be passed down to subsequent owners.
- Occupants/owners may not wish to take on maintenance responsibilities or costs.
- Occupants/owners may be ignorant of the maintenance needs.

To address this, at the time Discretionary approvals are issued the municipality will require the applicant to provide a clear explanation of who is to maintain the controls, the frequency at which the maintenance is to be conducted, and who is liable if maintenance is not done. To address the issue of the responsible

party in the long run, the municipality will use one or more of the following approaches, depending on the nature of the project:

- For projects involving multi-family residential units, a Planned Unit Development, or a master plan development, the maintenance of the controls may be ensured through covenants, conditions, and restrictions adopted for the development. In this case the developer will be informed that this requirement must be conveyed to the Home Owners Association/property owner when the project is handed over.
- For commercial/industrial developments, the maintenance aspects may be ensured through conditions in lease agreements. In this case the developer will be informed that the lease agreements must note the maintenance requirements for post-construction runoff controls at the site.
- In instances involving single-family residential developments where homes or lots are sold by the developer to individuals and maintenance functions cannot be assigned to any one entity, the municipality may consider taking upon itself the maintenance of post-construction runoff controls, and charging the property owners for the service provided through a user fee or an assessment (based on an assessment district).

The municipality will also perform periodic post-construction inspections to verify that the post-construction runoff controls are being maintained, and will take appropriate action if the inspection finds that they are not being operated or maintained properly.

Projects Requiring Only Ministerial Approval

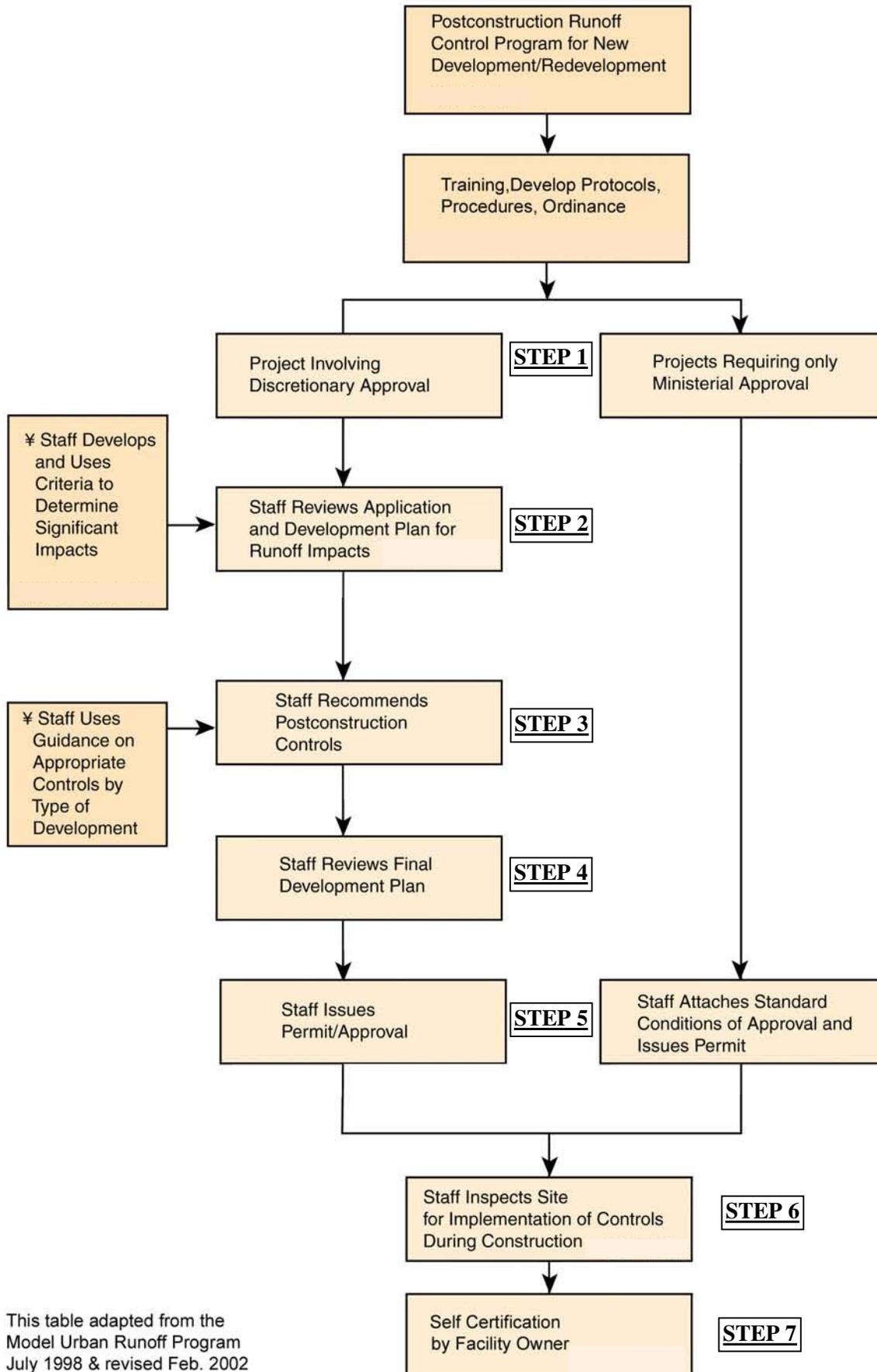
Steps 2, 3, and 4: These Steps are not applicable for projects which only require Ministerial approval.

Step 5: It is generally difficult to include post-construction runoff controls in improvement projects not subject to the Discretionary approval process. Therefore, the standardized list of BMPs for such sites contained in the BMP Guidance Series under the heading “Post-Construction BMPs for Projects Requiring Ministerial Approvals” will be attached as conditions of approval to the building permit.

Step 6: As construction of the project proceeds it will be subject to the municipality’s normal building inspection process. The BMPs that the municipality included as conditions of the building permit under Step 5 will be inspected during this process, so that building inspectors can make sure that these were fulfilled. Inspectors will also check the completed project to make sure no improper connections are made to the storm drain system that could discharge non-storm water into the storm drain.

Step 7: This Step is not applicable for projects which only require Ministerial approval.

DEVELOPMENT PROJECTS PLAN REVIEW AND INSPECTION PROCEDURES



This table adapted from the Model Urban Runoff Program July 1998 & revised Feb. 2002

Post-Construction Site Inspection Checklist

Date of Inspection	
Name of Construction Site	
Site Address	
Site Contact Person	
Site Telephone	
Inspector's Name	

NOTE: This checklist may include BMPs that are not installed at the inspection site. In this case, put a check in the "N/A" column for any such BMPs.

BMPS	YES	NO	N/A	COMMENTS
<i>Storm Drain Inlets</i>				
Are labels on storm drains to discourage dumping into them in place and clearly readable?				
<i>Rooftop Catchment Systems</i>				
Are they cleaned of sediment and debris?				
Do they properly store rainwater without causing leakage damage to the building?				
<i>Vegetated Strips</i>				
Is the vegetation healthy?				
Is it periodically cut back to keep it from becoming overgrown?				
Are the strips cleaned of accumulated sediment and debris?				
<i>Vegetated Swales</i>				
Is the vegetation healthy?				
Is it periodically cut back to keep it from becoming overgrown?				
Are upstream sediment basins cleaned of accumulated sediment and debris?				
Are the swales cleaned of accumulated sediment and debris?				
<i>Infiltration Basins</i>				
Are upstream sediment basins cleaned of accumulated sediment and debris?				
Are the infiltration basins cleaned of accumulated sediment and debris?				
Are the infiltration basins free of standing water within 72 hours after rainfall has ended?				
Are the infiltration basins free of mosquitoes?				
<i>Infiltration Trenches</i>				
Are they cleaned of accumulated sediment and debris?				
Are they free of standing water within 72 hours after rainfall has ended?				
<i>Dry Detention Ponds/Basins</i>				
Are they cleaned of accumulated sediment and debris?				

BMPS	YES	NO	N/A	COMMENTS
<i>Dry Detention Ponds/Basins (Cont'd)</i>				
Are they free of standing water within 72 hours after rainfall has ended?				
Are they free of mosquitoes?				
Are the slow release outlet structures cleaned of debris and operating properly?				
<i>Retention Ponds/Wet Basins</i>				
Are they cleaned of accumulated sediment and debris?				
Are they free of mosquitoes?				
Are the inlet and outlet structures operating properly?				
Is vegetation periodically cut back and removed?				
<i>Constructed/Restored Wetlands</i>				
Are upstream sediment basins cleaned of accumulated sediment and debris?				
Is the vegetation healthy?				
Are the wetlands free of mosquitoes?				
<i>Filtration Systems (including storm drain inlet inserts, linear units along paved areas, sand filters, and vortex-type separators)</i>				
Are the filters cleaned of sediment and debris that will clog or block them?				
Do they appear to be operating properly?				
<i>Oil/Grit Separators</i>				
Are they cleaned of sediment and debris?				
Do they appear to be effectively removing oil and grit?				
ACTIONS TAKEN FOLLOWING INSPECTION	YES	NO	COMMENTS	
Responsible party requested to correct any deficiencies noted above? (Include date notice was sent)				
Site reinspected following corrective action by responsible party? (Include date of reinspection)				
BMPs found to be in satisfactory condition during reinspection?				
Further action taken or necessary following reinspection? (Describe)				

The County of Monterey Environmental Health Division Hazardous Materials Branch acts as the local Certified Unified Program Agency (CUPA) throughout Monterey County. The CUPA keeps information on amounts and types of chemicals in use at local businesses and requires those businesses to be prepared for possible chemical emergencies. The CUPA also conducts regular inspections of hazardous materials storage facilities throughout Monterey County. Some of the inspection forms used by the CUPA are included on the following pages of this Appendix.

**Monterey County Health Department
Division of Environmental Health**

A Certified Unified Program Agency

1270 Natividad Rd. Salinas CA. (831) 755-4505

1200 Aguajito Monterey CA. (831) 647-7654

1180 Broadway King City CA. (831) 385-8350

ABOVEGROUND STORAGE TANK INSPECTION CHECKLIST

<i>Facility Name:</i>	<i>Facility Address:</i>	<i>Phone No.</i>
<i>Permit Num.:</i>	<i>Inspection Date:</i>	

	AST #1		AST#2		AST#3		AST#4	
AST ID Number								
Material Stored								
AST Capacity in gallons								
LIST OF REQUIREMENTS <i>(Check YES or NO if applicable.)</i>	YES	NO	YES	NO	YES	NO	YES	NO
Single AST greater than 660 gallons or total tank farm capacity greater than 1330 gallons								
Does Facility Have an SPCC <i>on site</i> (required of facilities manned at least 8hrs/day) H&S Code 25270.5(d)								
Does Facility Have an SPCC at nearest "field office"(required of Facilities not attended at least 8hrs/day) H&S Code 25270.5(d)								
Has the Facility filed a storage statement with RWQCB								
Is AST located on Facility Plot Plan								
Is AST on current Hazardous Material Inventory								
Is secondary containment provided								
Is their evidence of fuel spillage								
LIST OF REQUIREMENTS FOR FARMS, NURSURIES, CONSTRUCTION SITES <i>(Check YES or NO if applicable.)</i>	YES	NO	YES	NO	YES	NO	YES	NO
Single AST greater than 660 gallons or total tank farm capacity greater than 1330 gallons								
Has the Facility filed a storage statement with RWQCB								
Is AST located on Facility Plot Plan								
Is AST on current Hazardous Material Inventory								
Is secondary containment provided								
Is their evidence of fuel spillage								

Comments:	
Inspector Signature	Date
Facility Representative Name/Signature	Date

Monterey County Health Department

Division of Environmental Health

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1180 Broadway King City CA. (831) 385-8350

Tiered Permit Inspection Checklist

Conditionally Exempt

Facility Name: _____ _____ _____	Date of Inspection: _____ _____ _____
Address: _____ _____ _____	Permit Number: _____ _____ _____

Tier(s) Permitted:	<input type="checkbox"/> _____ unit/s CESQT	<input type="checkbox"/> _____	<input type="checkbox"/> _____
_____ unit/s CESW	<input type="checkbox"/> _____ unit/s CEL		<input type="checkbox"/> _____
_____ unit/s CECL			

REQUIREMENTS	H&SC Section	COMMENTS
A. Requirements Common to all CE Units		
1) Maintain on site copy of most recent Notification.	25201.5(d)(7)(C)	Ref. 22CCR66270.11
2) Maintain on site copy of most recent Authorization.	LEA	Local Enforcement Agency (LEA)
3) Verify eligibility of waste stream.	22CCR67450.11	
4) Verify eligibility of treatment process.	25201.5(a)	
5) Permit each treatment unit (TU) in proper tier.	25200.1.5	
6) Identify each TU on form DTSC 1772.	25201.5(d)(7)(A)	
7) Keep current the information on form DTSC 1772.	25201.5(d)(7)(C)	
8) Show location of each TU on plot plan/map.	25201.5(d)(7)(A)	
9) Complete submittal of notification documents.	25201.5(d)(7)(C)	
10) Pay all required fees.	LEA	
11) Comply with POTW pretreatment standards.	25201.5(d)(6)	
12) Submit annual waste reduction certification.	25202.9	
13) Treat only hazardous waste generated on site.	25201.5(d)(1)	
14) Treat only waste appropriate to CE unit.	LEA	
15) Use only treatment process appropriate for tier.	LEA	
16) Maintain on site written operating instructions for each treatment unit (TU).	25201.5(d)(3)	
17) Maintain on site a written inspection schedule for each TU.	25201.5(d)(4)	
18) Maintain on site an inspection log for each TU.	25201.5(d)(4)	
19) Maintain on site records of date, type, and quantity of waste treated.	LEA	
20) Maintain on site a copy of Contingency Plan.	25201.5(d)(9)	
21) Maintain on site employee training records.	25201.5(d)(9)	
22) Use only treatment containers that are compatible with the waste.	25201.5(e)(1)	
23) Manage treatment containers properly.	LEA	
24) Document integrity of tank systems properly.	25201.5(e)(1)	

25) Provide secondary containment.	LEA		
26) Manage residual material from treatment properly.	LEA		
B. CE OPERATIONS			
1) <i>CESQT (Small Quantity Treatment)</i>			
a) Treat only ≤ 500 lbs or ≤ 55 gal/month.	25201.5		
2) <i>CESW (Specified Waste)</i>			
3) <i>CEL (Limited)</i>			
a) Obtain DTSC certification for aerosol can TU.	25200.1.5		
b) Recycle crushed aerosol cans.	25201.14(a)(1)		
c) Ensure that oil waste is hazardous only due to oil.	25250.1		
d) Recycle recovered oil.	25201.14(a)(2)		
e) Obtain DTSC approval for (other) totally enclosed TU.	25201.14(a)(3)		
4) <i>CECL (Commercial Laundry)</i>			
a) Revise Contingency Plan to cover offsite incidents.	25144.6(b)(6)		
SEE ATTACHED INSPECTION NARRATIVE.			

Comments:

Inspector/Name, Signature	Date
Name/Signature of Facility Representative	Date

Monterey County Health Department

Division of Environmental Health

A Certified Unified Program Agency

1270 Natividad Rd. Salinas CA. (831) 755-4505
 1200 Aguajito Monterey CA. (831) 647-7654
 1180 Broadway King City CA. (831) 385-8350

TIERED PERMIT INSPECTION CHECKLIST

Conditionally Authorized

Facility Name: _____	Date of Inspection: _____
_____	_____
_____	_____
Address: _____	Permit Number _____
_____	_____
_____	_____

REQUIREMENTS	H&SC Section	COMMENTS
A. NOTIFICATION		
1) Maintain on site copy of most recent Notification.	25200.3(e) & (k)	Ref. 22CCR66270.11
2) Maintain on site copy of most recent Authorization.	LEA	Local Enforcement Agency (LEA)
3) Permit each treatment unit (TU) in proper tier.	25200.3(e)	
4) Identify each TU on form DTSC 1772.	25200.3(e)(3)	
5) Keep current the information on form DTSC 1772.	25200.3(e)	
6) Show location of each TU on plot plan/map.	25200.3(e)	
7) Complete submittal of notification documents.	25200.3(e)	
8) Pay all required fees.	LEA	
9) Comply with POTW pretreatment standards.	25200.3(c)(7)	
10) Submit annual waste reduction certification.	25200.3(c)(2)	Ref. H&SC25202.9
B. CA OPERATIONS	LEA	
1) Use only processes listed in treatment of waste.	25200.3(a)	Ref. 67450.11
2) Treat only wastes listed for the process used.	25200.3(a)	
3) Treat only waste generated on site.	25200.3(c)(8)	
4) Maintain on site a written waste analysis plan.	25200.3(f)	
5) Address noted deficiencies in waste analysis plan.	25200.3(c)(6)	
6) Maintain on site a written inspection schedule.	25200.3(c)(5)	
7) Address noted deficiencies in inspection schedule.	25200.3(c)(5)	
8) Maintain an up-to-date inspection log or summary.	25200.3(c)(5)	
9) Keep inspection records for three years.	LEA	
10) Maintain on site a current Contingency Plan.	25200.3(f)	
11) Address noted deficiencies in Contingency Plan.	25200.3(f)	
12) Maintain on site documents on investigation, cleanup, abatement or other remedial action.	25200.3(c)(3)	
13) Maintain on site documents on convictions, judgments, settlements or orders from any enforcement action.	25200.3(e)(3)	
14) Maintain on site documents on treatment, including operating instructions and record of dates, amounts, and types of wastes treated in each unit.	25200.3(c)(6)	
15) Limit volume of waste treated within tier limits.	25200.3(b)(1)	
16) Manage residual material from treatment properly.	25200.3(b)(4)	
17) Provide containment for treatment containers.	25200.3(c)(4)	Ref. CCR66264.175
18) Certify treatment containers every 2 years.	LEA	
19) Document unauthorized or accidental releases from treatment unit in past 3 years.	Ref. 22CCR66265.31	
20) Secure treatment area with 24-hr entry control.	LEA	
21) Maintain treatment unit in good order.	LEA	
22) Post "No Smoking" signs.	LEA	

Comments:

Inspector Signature:	Date
_____	_____
_____	_____
_____	_____
Name/Signature of Facility Representative	Date

Monterey County Health Department
Division of Environmental Health
A Certified Unified Program Agency

1270 Natividad Rd. Salinas CA. (831)-755-4505
 1200 Aguajito Rd. Monterey CA. (831) 647-7654
 1180 Broadway, King City, CA. (831) 385-8350

TIERED PERMIT INSPECTION CHECKLIST
Permit-By-Rule

Facility Name: _____ _____ _____	Date of Inspection: _____ _____ _____
Address: _____ _____ _____	Inspector: _____ _____ _____

REQUIREMENTS	22CCR Section	COMMENTS
A. NOTIFICATION		
1) Maintain on site copy of most recent Notification.	67450.3(c)(8)(E)	
2) Maintain on site copy of most recent Acknowledgment.	67450.3(c)(8)(E)	
3) Permit each treatment unit (TU) in proper tier.	LEA	Local Enforcement Agency (LEA)
4) Identify each TU on form DTSC 1772.	67450.3(c)(1)	
5) Keep current the information on form DTSC 1772.	67450.3(c)(2)	Ref. 67450.2(b)(1)
6) Show location of each TU on plot plan/map.	LEA	
7) Complete submittal of notification documents.	67450.2(b)(3)	
8) Pay all required fees.	67450.3(c)(3)	
9) Comply with POTW pretreatment standards.	67450.4(c)(5)	
10) Submit annual waste reduction certification.	Ref. H&SC25202.9	
B. PBR OPERATIONS		
1) Use only processes listed in treatment of waste.	67450.3(c)(4)	Ref. 67450.11
2) Treat only wastes listed for the process used.	67450.3(c)(4)	
3) Treat only waste generated on site.	67450.3(c)(6)	
4) Attach permanent label on TU indicating name of operator or owner, Facility ID and TU serial numbers.	67450.3(c)(7)	
5) Maintain on site a written waste analysis plan.	67450.3(c)(8)(A)	
6) Address noted deficiencies in waste analysis plan.	66265.13(b)	
7) Maintain on site a written inspection schedule.	67450.3(c)(8)(B)	
8) Address noted deficiencies in inspection schedule.	66265.15(b)(4)	
9) Maintain an up-to-date inspection log or summary.	66265.15(d)	
10) Keep inspection records for three years.	66265.15(d)	
11) Maintain on site a current Contingency Plan.	67450.3(c)(8)(D)	
12) Address noted deficiencies in Contingency Plan.	66265.52	
13) Maintain on site a BAAQMD Permit for TU.	67450.3(c)(8)(F)	
14) Maintain on site a current Closure Plan.	67450.3(c)(8)(G)	
15) Address noted deficiencies in Closure Plan.	67450.3(c)(11)(B)	
16) Maintain on site documents on investigation, cleanup, abatement or other remedial action.	67450.3(c)(8)(H) 67450.7	
17) Maintain on site documents on convictions, judgments, settlements or orders from any enforcement action.	67450.3(c)(8)(I)	

18) Maintain on site documents on treatment, including operating instructions and record of dates, amounts, and types of wastes treated in each unit	67450.3(c)(9)(D) 66265.73		
19) Provide containment for treatment containers.	67450.3(c)(12)		Ref. 66264.175
20) File report for onsite recycling	LEA		
21) Review claim for recycling exemption.	LEA		
22) Submit / Update a Phase I Env. Assessment Report.	67450.3(c)(9)(D)		Ref. H&SC25200.14
23) Secure treatment area w/ 24-hr entry control.	67450.3(c)(9)(A)		
24) Maintain treatment unit in good order.	67450.3(c)(9)(A)		
25) Post "No Smoking" signs.	67450.3(c)(9)(A)		
26) Maintain on site records of tank system integrity.	67450.3(c)(9)(F)		
27) Address noted deficiencies in treatment processes:	67450.3(c)(9)		
- Thermal Treatment	67450.3(c)(9)(G)		
- Chemical, Physical and Biological Treatment	67450.3(c)(9)(H)		
28) Submit Annual Report to DTSC.	67450.3(c)(10)		
29) Submit Financial Assurance statement/instrument.	LEA		
30) Address deficiencies noted in Fin. Assurance checklist.	LEA		

Comments:

Inspector

Date

Name/Signature of Facility Representative

Date

**Monterey County Health Department
Division of Environmental Health**

A Certified Unified Program Agency

1270 Natividad Rd. Salinas CA. (831) 755-4505
1200 Aguajito Monterey CA. (831) 647-7654
1180 Broadway King City CA. (831) 385-8350

**Financial Assurance for Closure of PBR or CA Treatment Units
Checklist of Requirements**

Facility Name: _____

Facility Address: _____

Permitted Treatment Units: PBR _____ units

CA _____ units

REQUIREMENTS	TITLE 22 CCR Code Section	YES	NO	N/A	COMMENTS
1. Prepare a written estimate of cost of closing each unit.	67450.13(a)(1)				
2. Adjust each closure cost estimate for inflation by March 1 of each year.	67450.13(a)(2)				
3. Revise cost estimate whenever a change in the plan increases the cost of closure.	67450.13(a)(3)&(4)				
4. Mechanism/Instrument for financial assurance is one of the following:	67450.13(a)(5)				
Closure Trust Fund.	67450.13(a)(5)(A)				Ref. 22CCR§66265.143(a)
Surety Bond.	67450.13(a)(5)(B)				Ref. 22CCR§66265.143(b)
Letter of Credit.	67450.13(a)(5)(C)				Ref. 22CCR§66265.143(c)
Closure Insurance.	67450.13(a)(5)(D)				Ref. 22CCR§66265.143(d)
Financial Test & Corporate Guarantee.	67450.13(a)(5)(E)				Ref. 22CCR§66265.143(e)
Multiple Mechanisms.	67450.13(a)(5)(F)				Ref. 22CCR§66265.143(g)
Alternative Financial Mechanism.	67450.13(a)(5)(G)				Ref. 22CCR§66265.143(f)
Certificate of Deposit.					
Savings Account.					
Other					
5. Establish the CUPA as beneficiary of financial instrument(s).	67450.13(a)(7)				
6. Submit Financial Assurance Mechanism to CUPA.	67450.13(a)(8)				
7. Submit Certificate of Financial Assurance (DTSC 1232) containing following:	67450.13(b)				
Current closure cost estimate.	67450.13(b)(1)(A)				
Original documents for mechanism(s).	67450.13(b)(1)(B)				
Name and location of financier.	67450.13(b)(1)(C)				
Effective date of closure assurance.	67450.13(b)(1)(D)				

Signatures by proper signatories.	67450.13(b)(2)				Ref. 22CCR§66270.11
8. If closure cost estimate ≤ \$10,000, submit signed original certification of sufficient financial resources.	67450.13(d)				Ref. 22CCR§66270.11
9. PBR claiming exemption from Financial Assurance – operated ≤ 30 days in any CY.	67450.13(e)(1)				
A. Closure Trust Fund	66265.143(a)				
Trustee is authorized and regulated.					
Trust Agreement uses DTSC 1154.					
Trust agreement originally signed.					
Submit certificate of acknowledgment					
Schedule A covers current cost estimate					
Current value of fund ≥ pay-in schedule.					
B. Surety Bond	66265.143(b)				
Surety company listed in Circular 570.					
Surety bond uses DTSC 1155.					
Surety bond originally signed.					
Submit standby trust fund DTSC 1154					
Bond guarantees funding of standby trust.					
Bond guarantees acceptable alternate Assurance upon cancellation.					

Facility _____

Date _____

REQUIREMENTS	TITLE 22 CCR Code Section	YES	NO	N/A	COMMENTS
Bond is liable for nonperformance.					
Bond penal sum is \geq current cost estimate.					
Bond cancellation by surety company requires 120-day notice.					
Bond cancellation by owner/operator requires consent of the CUPA.					
C. Closure Letter of Credit (LC)	66265.143(c)				
LC issuer is authorized and examined.					
LC terms conform to DTSC 1157.					
LC is signed original.					
Submit standby trust fund DTSC 1154.					
Submit letter of owner/operator with facility information & LC details.					
LC term \geq one-year w/ automatic renewal.					
LC is irrevocable.					
LC cancellation or non-renewal by issuer requires 120-day notice.					
LC amount \geq current closure cost estimate.					
D. Closure Insurance	66265.143(d)				
Insurer is licensed and eligible.					
Submit Certificate of Insurance (CI).					
CI utilizes DTSC 1158.					
CI is signed original.					
Insurance policy face amount \geq current closure cost estimate.					
Policy guarantees availability of funds and pay out to parties specified by the CUPA					
Termination of policy by the owner or operator requires consent of the CUPA.					
Policy allows assignment to a successor owner or operator.					
Termination, cancellation, or renewal conforms to §66265.143(d)(8).					
E. Financial Test and Guarantee	66265.143(e)				
Submit original letter from CFO completed per DTSC 1159 or per DTSC 1162.					
Submit copy of independent CPA's report on latest financial statements.					
Submit special report from CPA per §66265.143(e)(3)(C).					
Information current and updated.					
Financial Statements meet required tests per §66265.143(e)(1)(A) or (B).					
Guarantee completed per DTSC 1173 and DTSC 1162.					
Guarantee original signed and notarized.					
Guarantee's terms meet §66265.143(e)(9).					
F. Alternative Financial Mechanism	66265.143(f)				
Submit proposal to the CUPA.					
Mechanism acceptable to the CUPA.					Ref. 22CCR§66265.143(f)(1)
Submit original signed fully executed documents.					Ref. 22CCR§66265.143(f)(2)

**Monterey County Health Department
Division of Environmental Health
A Certified Unified Program Agency**

1270 Natividad Rd. Salinas CA. (831)-755-4505
1200 Aguajito Rd. Monterey CA. (831) 647-7654
1180 Broadway, King City, CA. (831) 385-8350

FACILITY CERTIFICATION OF RETURN TO COMPLIANCE

Name of Facility _____

Address _____

In the matter of the violation(s) cited on (date): _____

As identified in the Inspection Report dated _____

Conducted by (name of inspector): _____

I CERTIFY UNDER PENALTY OF LAW THAT:

1. Respondent has corrected the violations specified in the notice of violation cited.
2. I have personally examined any documentation attached to the certification to establish that the violations have been corrected.
3. Based on my examination of the attached documentation and inquiry of the individuals who prepared or obtained it, I believe that the information is true, accurate, and complete.
4. I am authorized to file this certification on behalf of the Responder.
5. I am aware that there are significant penalties for submitting false information including the possibility of fine and imprisonment for knowing violations.

Name (Print or Type) Title

Signature Date Signed

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Hazardous Waste Generator Inspection Checklist

Facility Name: _____	Date of Inspection: _____
_____	_____
_____	_____
_____	_____
Facility Address: _____	Permit Number: _____
_____	_____
_____	_____
_____	_____

Requirement	Citation	In Compliance?		
		Yes	No	N/A
1. Identification Number				
(a) Obtained EPA ID Number	66262.12(a)			
(b) Transporter and TSDF used have EPA ID #	66262.12(c)			
2. Pre-Transport Requirements				
(a) HW determination done	66262.11(a)			
(b) Containers labeled	66262.31			
(c) Labels properly filled out	66262.32			
(d) Within legal accumulation time	66262.34(c)			
(e) Containers in good condition	66265.171			
(f) Compatible with containers	66265.172			
(g) Containers closed / sealed	66265.173(a)			
(h) Storage area inspected weekly	66265.174			
(i) Tanks equipment inspected daily	66265.195(a)			
(j) Incompatible HWs separated	66265.199			
(k) Used oil filters managed properly	66266.130(a)			
3. Recordkeeping / HW Manifests				
(a) LDR waste records kept 5 years	66268.7(a)(7)			
(b) Biennial Report submitted	66262.41(a)			
(c) HW shipped with manifests	66262.20			
(d) Manifests kept 3 years	66262.40(a)			
(e) HW analyses kept 3 years	66262.40(c)			
(f) Manifests received from TSDF	66262.42			
4. HW Personnel Training				
(a) Training provided annually	66265.16			
(b) Personnel trained and supervised	66265.16(b)			
(c) New hires trained within 6 mos.	66265.16(b)			
(d) Training records kept on site	66265.16(d)			
(e) Training records kept for 3 yrs.	66265.16(e)			
(f) Training records complete	66265.16(1,2)			
5. Contingency Plan/Emergency Response Plan/Business Plan				
(a) CP/ERP/HMBP submitted	66264.53(a)			
(b) Copy of Plan on site	66264.53			
(c) Plan complete	66264.53			
(d) Plan amended as necessary	66264.54			
(e) ER Coordinator familiar w/ Plan	66264.55			
6. Preparedness and Prevention				
(a) Spill control systems available	66264.32			
(b) ER equipment in order	66264.33			

(c) ER equipment storage secure	66264.14			
(d) Aisle space in HW area adequate	66264.35			
(e) Arranged w/ local ER agencies	66234.37			
Waste Streams				
(a) Waste/Used oil				
(b) Non-halogenated solvents / Parts cleaner				
(c) Ethylene glycol / antifreeze / coolant				
(d) Oily sludge				
(e) Used oil filters				
(f) Spent photoprocessing chemicals				
(g) Dry cleaning solvent				
(h) Other:				
(i) Other:				
<i>All of the citations above refer to Title 22, California Code of Regulations</i>				

Pollution Prevention Program	
<p>The Health and Safety Code, Section 25244.19 requires certain hazardous waste generators to prepare and implement a Source Reduction Plan. Has this facility completed a Source Reduction Plan?</p>	
[]	Yes
[]	No
[]	Not Applicable

Comments:

This inspection was conducted under authority of Title 22 and Title 23 of the California Code of Regulations and/ or Chapter 6.5 of the Health and Safety Code and/or County and City codes and regulations. Items checked on the inspection forms represent a violation of that particular section for which there are civil as well as criminal penalties and fines ranging from \$2,000 to \$25,000 per day per violation. Any grace period granted by this department shall in no way bind the district attorney from prosecuting you for the violations noted. Corrections are required of all violations noted. A reinspection fee of \$85.00 will be levied if violations have not been corrected by the reinspection date

Signature: _____
Name/Title: _____ Date: _____

(Rev. 1-21-00)

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Hazardous Material Business Response Plan, Inspection Checklist

Facility Name: _____ _____ _____ Address: _____ _____ _____ _____	Date of Inspection: _____ _____ _____ Permit Number: _____ _____ _____ _____
---	--

Note and address all items marked below:	<i>Comments</i>
Submit an updated or current HMBP (H&SC §25505)	<i>HMMP Code:</i>
Maintain a copy of current HMBP on site (H&SC §25505)	
BUSINESS INFORMATION (H&SC §25504)	
Correct inaccurate information in Business Identification Page, as noted.	
Supply missing information, as noted.	
Complete information on "Contacts."	
Register CalARP-listed substances above threshold quantity.	
Sign certification statement on Appendix A.	
CHEMICAL INVENTORY (H&SC §25509)	
Revise Inventory Statement to reflect actual inventory on site.	
Supply missing information on Chemical Description page/s, as noted.	
Identify EHS-listed substances and report these in "pounds."	
SITE MAPS (H&SC § 25504)	
Indicate location of chemicals on storage plan/map.	
Supply missing items on plan/map.	
Indicate the location of UST monitoring equipment Locations on site map	
EMERGENCY RESPONSE PLAN (H&SC §25504)	
Maintain written Emergency Response Plan on site.	

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UNDERGROUND STORAGE TANK, INSPECTION CHECKLIST

Facility Name:	Facility Address:	California Certification Num.- _____ _____
Permit Number:	Inspection Date:	

	Tank 1		Tank 2		Tank 3		Tank 4	
UST State ID Number								
Material Stored								
UST Capacity in gallons								
Installation Date								
LIST OF REQUIREMENTS (Check YES or NO if applicable.)	YES	NO	YES	NO	YES	NO	YES	NO
1. Operating Permit Requirements								
a. CUPA UGST Forms Submitted (Formerly Forms A and B)								
b. CUPA UGST Installation Certification (Formerly Form C)								
c. Statement of Financial Responsibility, CCR 2711(a)(11)								
d. Written Contract between owner and operator, H&SC 25284								
e. Approved routine monitoring procedure? CCR 2632(b)(d),2641(h)								
f. Monitoring System tested annually, H&SC 2712(b), 2634(f)								
g. UST facility issued a valid operating permit? H&SC 25284								
2. Underground Storage Tank Monitoring Records								
a. Leak detection equipment listed in LG-113?								
b. For double-wall tanks, is interstitial monitoring continuous?								
c. Does the facility maintain records for "monthly tank test" for The previous 3 years?								
d. Does the tank test printout show time, date, tank ID, fuel depth water level, temp., liquid volume, length of test, and leak rate?								
e. Unauthorized releases recorded?								
f. Unauthorized releases reported within 24 hours?								
g. Does monitor leak history indicate recent alarms?								
h. Does the monitor indicate unexplained high water alarms?								
Statistical Inventory Reconciliation (SIR)								

a.	SIR records maintained for 3 years?									
b.	Do SIR reporting forms comply with LG 139?									
c.	Is dip stick calibrated in 1/8" increments?									
d.	Does operator use a "tank calibration chart" with 1/8" conversions to gallons									
3. Pressurized Piping Requirements (Double Wall Tanks)										
a.	Audible and Visual Leak Alarm (Plus Option 1 or 2)									
b.	Mechanical Line-Leak detector + annual pressurized piping test (option 1)									
c.	Electronic Line-Leak detector with Positive Shut Off (option 2)									
d.	Piping test results submitted									
e.	Tightness test methods listed in LG-113?									
4. Pressurized Piping Requirements (Single Wall Piping)										
a.	Audible and Visual Leak Alarm									
b.	Mechanical or Electronic Line-Leak detectors + sensors in sumps and Positive Shut Down									
c.	Piping test results submitted									
d.	Tightness test methods listed in LG-113?									
5. Suction Piping Requirements										
a.	Suction piping tightness test in last 3 years?									
b.	Gravity flow piping tightness test done in last 2 years?									
c.	Piping test results submitted									
6. Cathodic Protection										
a.	Cathodic Protection System tested within 6 months of installation? CCR 2635(a)(20, 2636(b)									
b.	Is the rectifier for the impressed current system checked every 60 days CFR 280.33e									
c.	Is cathodic system tested every 3 years by a certified cathodic protection tester? CCR 2611									
d.	Is the impressed current rectifier operational?									
e.	Is the impressed current rectifier recording voltage and amperage?									
7. Spill Containment										
a.	Are spill containers free of debris and/or water?									
b.	Do spill containers have a functioning drain valve									
c.	If spill containers do not have drain valves, does the operator have a pump on site to drain spill containers of liquid?									
8. Other Items										
a.	Dispenser Meters calibrated annually?									
b.	UST system repairs or upgrades done under permit from CUPA?									

Comments:

Procedures for Storage and Disposal of Used Motor Oil and Used Oil Filters

(Based on State of California Department of Toxic Substance Control Fact Sheets)

REGULATORY BACKGROUND

Generators and transporters of used oil and used oil filters must comply with the requirements of:

- Chapter 6.5, Division 20 of the California Health and Safety Code, including Article 13 (commencing with section 25250), and
- Title 22, California Code of Regulations (CCR), Division 4.5, including Chapter 29 (used oil) (commencing with section 66279.1) and section 66266.130 (used oil filters).

Generators of used oil, oil filters or other hazardous waste, should consult with the County of Monterey's Environmental Health Division Hazardous Materials Management Service. This Service acts as the local Certified Unified Program Agency (CUPA) throughout Monterey County, and can provide detailed information about requirements pertaining to used oil and used oil filters.

LEGAL DEFINITION OF USED OIL

“Used oil means any oil that has been refined from crude oil, or any synthetic oil, that has been used, and, as a result of use or as a consequence of extended storage, or spillage, has been contaminated with physical or chemical impurities” (Ref: Health and Safety Code Section 25250.1). Used oil includes, but is not limited to, the following:

- ◆ Used motor oils:
 - Vehicle crankcase oils
 - Engine lubricating oils
 - Transmission fluids
 - Gearbox and differential oils
- ◆ Used industrial oils:
 - Hydraulic oils
 - Compressor oils
 - Turbine oils
 - Bearing oils
 - Gear oils
 - Transformer (electrical) oils
 - Refrigeration oils
 - Metalworking oils
 - Railroad oils

Used oil does NOT include:

- Antifreeze
- Brake fluid
- Other automotive wastes
- Fuels (gasoline, diesel, kerosene, etc.)
- Grease
- Solvents
- Substances which are not oils
- Oils with a flashpoint below 100°F

- Oils containing more than 1,000 parts per million (ppm) total halogens (in most cases)
- Oils mixed with hazardous waste
- Wastewater containing small amounts of used oil
- Oils containing 5 ppm polychlorinated biphenyls (PCBs) or greater
- Oily wastes that are not used oil
- Oily wastewaters that are not used oil
- Tank bottoms
- Used oil processing bottoms
- Used oil re-refining distillation bottoms
- Cooking oils (edible)
- Edible oils that are used for industrial purposes and that do not exhibit a hazardous characteristic

USED OIL MANAGEMENT

Used oil must be managed as a hazardous waste in California unless it is shown to meet one of the specifications for recycled oil in Health and Safety Code Section 25250.1(b) or qualifies for a recycling exclusion under Health and Safety Code Section 25143.2. In most instances, this means that the generator will contract with a registered hazardous waste transporter to have the used oil picked up within the appropriate accumulation period. The accumulation period is 90 days for large quantity generators or 180 days for generators of less than 2200 lbs. of hazardous waste per month (270 days if the generator sends the oil to a used oil facility that is more than 200 miles away) (Ref. Health and Safety Code Section 66262.34.) The transporter must take the oil to an authorized used oil storage or treatment facility. Among the facilities are used oil recycling operations where the used oil is processed into recycled oil or re-refined into high-class lubricant. Mixing of hazardous waste, including household hazardous waste, with used oil is prohibited.

USED OIL GENERATOR REQUIREMENTS

Persons or businesses generating used oil are required to meet all used oil generator requirements. Used oil collection centers must meet the same requirements (Ref. Health and Safety Code Section 66279.20 66269.21). Household members who change their own oil (do-it-yourselfers) are exempted from regulation as used oil generators. They must, however, manage their used oil appropriately (e.g., by taking it to a used oil collection center, etc., and never disposing of it to land, water, storm drains, etc.). Household members are allowed to transport their own used oil to a used oil collection center or to a used oil recycling facility if specified conditions are met. These conditions are described below under the section "Transportation of Used Oil" and in Health and Safety Code Section 25250.11. Some communities have a curbside used oil pickup program; check with your local solid waste or environmental health agency to see if it offered in your area. An EPA Identification Number issued by the California State Department of Toxic Substances Control (DTSC) is required for each site where used oil is stored. A generator who stores used oil at two places in the same site needs only one EPA Identification Number. There is one exception to this requirement. Generators of 100 kilograms or less of hazardous waste per month (including used oil) who ship used oil under a modified manifest (Ref. Health and Safety Code Section 25250.8) are not required to obtain an EPA Identification Number.

Used oil must be stored in tanks or containers in good condition. Tanks and containers must be made of non-earthen, non-absorbing, rust-resistant material such as steel or oil-resistant plastic, and have adequate structural support to contain the used oil. Good condition means no severe rusting, no apparent structural defects or deterioration, and no leaking. All containers must have tight-fitting lids that are kept

closed except when used oil is being added or removed. Regular inspections and routine maintenance of all storage tanks and containers are required. Faulty tanks and containers must be repaired or replaced.

Secondary containment is required for storage tanks. This is a backup containment system designed to prevent the release and migration of wastes or accumulated liquids out of a storage tank or a storage tank system. Examples of secondary containment systems include an impervious bermed area or liner, a vault, or a double-walled tank.

Above-ground storage tanks and containers accumulating used oil, and fill pipes used to transfer used oil into underground storage tanks must be labeled with the words "USED OIL-HAZARDOUS WASTE," and the initial date of accumulation. In addition, containers must be labeled with the name and address of the generator. For shipping, containers must also be labeled as follows: "HAZARDOUS WASTE - State and Federal Law Prohibit Improper Disposal. If found, contact the nearest police or public safety authority, the U.S. Environmental Protection Agency or the California Department of Health Services." Labeling must also include the following information:

- Generator's name and address
- Proper Department of Transportation (DOT) shipping name
- Generator's EPA Identification Number
- Uniform Hazardous Waste Manifest number and the shipping identification number

TRANSPORTING USED OIL

In general, California law requires that a registered hazardous waste transporter transport used oil. However, there are a few instances in which the use of a registered hazardous waste transporter is not required. These are as follows: Householders and conditionally exempt small quantity generators are allowed to transport up to 20 gallons of used oil per trip to an authorized used oil collection center if the oil is carried in containers that hold 5 gallons or less and specified conditions are met. Authorized used oil collection centers include certified used oil collection centers (Ref. Public Resources Code Section 48622), recycle-only household hazardous waste collection facilities, or collection facilities operating pursuant to Health and Safety Code Section 25250.11. If specified conditions are met, mobile maintenance operations (see below) may transport up to 55 gallons of used oil in any one vehicle at any one time from an off-site location to a consolidation point. When used oil is transported by a registered hazardous waste transporter, either a full hazardous waste manifest or a modified hazardous waste manifest must be used.

When a modified hazardous waste manifest is used, the driver is required to provide the generator (at the time of used oil pickup) with a legible copy of a receipt for each quantity of used oil received. The generator must maintain these receipts for 3 years. Each receipt must contain the following information:

- Generator's name, address, EPA Identification Number (if applicable) and telephone number.
- Generator's signature or signature of generator's representative.
- Date of shipment.
- State manifest number (pre-printed on the manifest).
- Volume and shipping description of each type of used oil received.
- Name and address of the authorized facility to which the used oil is being transported.

- The transporter's name, address and identification number.
- The driver's signature.

MOBILE MAINTENANCE OPERATIONS (Ref. Health and Safety Code Section HSC 25250.12)

Maintenance businesses that generate used oil in the performance of routine maintenance operations at off-site locations are subject to special requirements. Such businesses include off-site heavy equipment operations (e.g., construction vehicle fleets) and mobile oil-changing businesses providing oil changes for personal and business vehicles at the customer's location. The following requirements apply:

- The owner/operator of the mobile maintenance business must have a point of consolidation for the used oil. The point of consolidation can be either at the maintenance business location or at a separate location owned by another person, such as a service station.
- The maintenance business must have an EPA ID number. When a separate location is used for consolidation, both the maintenance business and the separate location must have EPA ID numbers.
- The point of consolidation must be at a non-residential location.
- The transport vehicle must be owned by the business or by an employee of the business.
- The business is not required to register as a hazardous waste transporter as long as they transport no more than 55 gallons of used oil from off-site location(s) to the point of consolidation at any one time.
- The used oil is deemed to be generated at the point of consolidation upon consolidation.
- The used oil must be handled and stored at the point of consolidation in accordance with all applicable hazardous waste laws.
- The consolidated used oil must be transported by a registered hazardous waste transporter from the point of consolidation to a permitted used oil recycling facility.

MISCELLANEOUS

It is unlawful to dispose of used oil on land, to sewers and other water systems, or to burn used oil as a fuel or by incineration, including in space heaters and similar devices. The use of used oil as a dust suppressant (road oiling) or for insect or weed control is prohibited (Ref. Health and Safety Code Section 25250.5).

Generators of used oil who also operate used oil collection centers, such as service stations, are advised to not mix the used oil generated in their business with the used oil from the collection center.

MANAGING USED OIL FILTERS

Used oil filters may exhibit hazardous characteristics for lead, other heavy metals and oil-based compounds. Used oil filters must either be managed as hazardous waste, or in accordance with the requirements found in the DTSC regulations. These requirements are directed primarily at non-household generators of used oil filters, such as businesses and used oil collection centers. Used oil filters not managed as described herein must be managed as fully regulated hazardous waste. Disposal of used oil filters in trash cans and at sanitary landfills is prohibited. Fuel filters, including fuel dispenser and diesel fuel filters, are not used oil filters and may not be managed in the same manner as used oil filters. The following is a summary of the management requirements for used oil filters:

- ◆ Used oil filters must be:

- Drained of all free-flowing oil.
 - Properly contained, labeled and stored.
 - Stored without exceeding allowed time limits.
 - Transported to an allowed destination for purposes of metal reclamation.
 - Transported under a bill of lading with a copy kept by the generator for three years.
- ◆ All used oil removed from the filters must be managed in accordance with all applicable requirements of Health and Safety Code Article 13, Chapter 6.5, Division 20 and 22 CCR Section 66279.

Draining - Used oil filters must be drained of all free flowing used oil. “Free-flowing used oil” means a continuous stream of used oil from the filter when it is inverted. Used oil flowing drop-by-drop is not considered to be free-flowing. If the filter is equipped with a flapper valve or other device that impedes the drainage of used oil from the filter, that device must be manipulated to allow the used oil to leave freely. Properly drained oil filters may be punctured, crushed, opened, further drained or otherwise handled if the purpose of the treatment is to prepare the filters for recycling. The treatment does not require a DTSC permit. The generator must properly manage all used oil and other residues generated from the treatment of the filters.

Containers - Businesses or public agencies that accept used oil filters from householders must place the filters in containers upon acceptance to capture all used oil that separates from the filters. Upon reaching a location where proper drainage is practical, the filters must be contained as described below, and any used oil drained from the filters managed in accordance with all applicable requirements.

- The drained filters must be contained in rainproof, non-leaking containers with tightly-sealed lids.
- The container must be labeled “Drained Used Oil Filters” and the initial date of accumulation or receipt marked on each container.
- The initial date of accumulation is the date when the first filter is placed in the container, or the date when a full or partially full container of filters is received at a second location.

Storage - Up to one ton of used oil filters may be stored for a period of up to one year, unless the storage facility has a hazardous waste permit authorizing longer storage of used oil filters. Storage of one ton or more of used oil filters is limited to 180 days, unless the storage facility has a hazardous waste permit authorizing longer storage of used oil filters.

Allowed Destinations - The only allowed destinations for used oil filters are:

- To a smelter or scrap metal processor where used oil filters are recycled.
- To a municipal solid waste incinerator for energy recovery if the residual casings are subsequently transferred to a smelter or scrap metal processor for recycling.
- To a storage or consolidation facility that subsequently transfers the filters to a smelter, scrap metal processor or municipal solid waste incinerator as described above.
- To an authorized hazardous waste facility.

Transportation - Only properly-drained filters may be transported. The containers must be tightly-sealed during transportation to prevent any spillage of used oil. The containers must be well-secured in the transport vehicle to prevent movement or tipping during transportation. A bill of lading must accompany each shipment of used oil filters, and must contain the following information:

- Generator’s name, address, and telephone number of the generator
- Transporter’s name, address, and telephone number of the transporter
- Name, address and telephone number of the receiving smelter, scrap metal processor, municipal solid waste incinerator, or storage or consolidation facility

- Quantity and size of the containers in the shipment
- Date of transportation

A copy of each bill of lading must be maintained by the transporter, generator and receiving facility for 3 years.

Questions about the information provided above may be directed to the DTSC Public and Business Liaisons (Duty Officers) at 800-728-6942. Further information may be obtained via the DTSC's website — <http://www.dtsc.ca.gov> — click on

Frequently Asked Questions, and follow the Duty Officer link to the page listing Duty Officers' email addresses (http://www.dtsc.ca.gov/oea/duty_officers/about.html.)

AUTHORIZED USED OIL COLLECTION CENTERS

For specific locations of authorized used oil collection centers contact Cal/EPA Recycling Hotline at 1-(800) CLEAN-UP or 1-(800) 253-2687 or <http://www.1800cleanup.org/>

IRRIGATION RUNOFF CONTROL PROCEDURES

Background

Irrigation systems require periodic inspection and testing to insure optimum performance. The ever-increasing importance of water conservation makes such inspections even more critical. Irrigation systems shall be evaluated on the number and percent of sprinklers operating according to planned patterns and time schedules.

Performance will be measured by annual inspections which compare the number of operational sprinklers with that of the entire parks' system inventory. The goal is to maintain at least 90% of the sprinkler inventory in an operational condition, as determined using the performance measures listed below.

Performance Measures for Automatic Irrigation Systems:

- The system irrigates when activated
- The system provides water to the entire area it is intended to service
- The system is adjusted to avoid watering hardscapes, tree trunks, or other unintended targets
- The system shuts down when de-activated
- The system is checked monthly for proper coverage, and any deficiencies are promptly repaired
- The sprinklers are free of interference from grass and debris
- The system's operational frequency is seasonally adjusted, and when rain is forecasted for more than one day, the system shall be turned off until irrigation is again needed
- The system was operated in conformance with local water conservation regulations

Performance Measures for Manual Irrigation Systems:

- The system will not be left operating while unattended for more than 30 minutes
- The system will not cause erosion from excessive flow
- The system will have shut off devices on all hoses
- The system was operated in conformance with local water conservation regulations

PROCEDURES FOR THE PROPER DISCHARGE OF WATER FROM SWIMMING POOLS

BACKGROUND ON SWIMMING POOL OPERATIONS

Many swimming pool facilities operate with chemical addition and filtration to maintain a closed-recirculating system. Chemicals are added for disinfection and control of pH, alkalinity, and hardness. Sanitizers are added to kill and control disease-carrying bacteria, algae and dirt. The most common sanitizers are chlorine and chlorine compounds (trichloroisocyanuric acid, calcium hypochlorite, sodium dichloroisocyanurate, sodium dichloroisocyanurate dihydrate, lithium hypochlorite, and sodium hypochlorite). Other sanitizing agents may include 1,3-dichlorohydantoin, 1,3-dichloro-5,5-dimethylhydantoin, 3-chloro-4,4-dimethyl-2-oxazolidinone and 1-chloro-3-bromo-5,5-dimethylhydantoin. Upon addition these algacides float. To get the most effective use of the chemicals added, standard operating procedures would call for complete mixing (i.e., approximately 24 hours) prior to backwash of the filter.

The control of pH in the range of 7.2 - 7.6 is necessary for swimmer comfort and optimal effectiveness of chlorine. Hydrochloric acid or sodium bisulfate is added to lower pH and sodium carbonate is added to raise it. A balance between pH, alkalinity and hardness must be maintained to control corrosion and scaling. Sodium bicarbonate is generally added to increase alkalinity and muriatic (hydrochloric) acid or sodium bisulfate to reduce it. Hardness is raised with calcium chloride and lowered by draining out pool water and replacing with lower hardness makeup water. A facility may pass pool water through a softener or demineralize to reduce hardness.

Pool water needs to be continuously filtered for removal of organic and inorganic suspended solids which would otherwise cloud water and interfere with disinfection. Since pool water is commonly used for backwash, the filter backwash also usually provides for blowdown of hardness, perspiration, body oils, lotions, nitrogen compounds (chloramines) and other dissolved solids as the pool water is replaced with fresh water. The wastewater discharges from swimming pool type facilities include pool cleaning, filter backwash, and pool drainage.

A. Pool Cleaning

Extensive pool cleaning may take place at the beginning of the season. Highly concentrated muriatic (hydrochloric) acid may be used for cleaning. The chemicals disperse in the volume of water remaining in the pool prior to drainage. It is anticipated that discharge will have a pH between 6 and 9.

Minor pool cleaning with muriatic acid also takes place throughout the year. This is the same acid used for pH adjustment and the acid for pool cleaning is just calculated into the total amount necessary for proper pool pH adjustment.

B. Filter Backwash

Filter systems include granular media filters (sand or anthracite filters) and fabric filters (paper or cloth cartridge filters and precoat diatomaceous earth filters). Backwash of sand filters will result in the discharge of an initial high concentration of solids. Backwash of diatomaceous earth filters will result in the discharge of the same types of solids as from sand filters plus the precoat diatomaceous earth added

to the filter fabric. Cloth cartridge filters are manually cleaned by rinsing in water and paper cartridges can be cleaned or simply disposed of. Since pool water is commonly used for backwash, the filter backwash water will usually contain chlorine at a concentration equivalent to the level maintained in the pool (a minimum of 1 to 1.5 mg/l free available chlorine).

C. Pool Drainage

Pool drainage typically occurs when maintenance must be done on the pool.

REQUIREMENTS FOR SANITARY SEWER DISCHARGES

All discharges to the sanitary sewer of swimming pool filter backwash, pool cleaning water, or pool draining water shall first be approved by the local wastewater agency having jurisdiction in the area.

The following policy applies within the areas served by the Monterey Regional Water Pollution Control Agency (MRWPCA), the regional wastewater agency in much of the area covered by this MRSWMP:

Swimming pool discharges to the sanitary sewer are acceptable without any pretreatment. The discharge piping needs to either be hard plumbed to a drain on site, or a hose discharging to a drain on site can be used. No hoses discharging to a manhole in the street are allowed. Backwash water from pool filter systems may also be discharged to the sanitary sewer, but the discharge cannot contain any carbon, clay or diatomaceous earth. Before discharging pool or backwash water, the pool operator should contact MRWPCA's Customer Service Department to check on any billing requirements, and with the City's Public Works Department to determine the maximum allowable flow rate of the sanitary sewer line they will be discharging into, so the discharge does not cause surcharging or potential overflow of the sewer line.

Before discharging to a sanitary sewer outside of the MRWPCA service area, the local wastewater agency should be consulted.

REQUIREMENTS FOR SURFACE WATER DISCHARGES

Surface water discharges include ditches, storm sewers and pipes that convey wastewater to creeks, streams, rivers, lakes and the ocean. To protect the aquatic environment of the receiving water, these disinfectant concentrations must be minimized prior to discharge to meet effluent limitations. The following are acceptable minimization methods:

Natural Dissipation - For pool drainage, discontinuing chlorination and allowing the active chlorine to dissipate through aeration by having the pool water sit for three days prior to drainage should be sufficient in most cases. The water should be tested to verify that the chlorine level has been sufficiently reduced before beginning the discharge. Testing for residual chlorine should be performed every half-hour during the discharge event to confirm that chlorine reduction has been achieved. If chlorine levels above those listed below are detected, the discharge should be halted and the water allowed to sit for an additional time period until sufficient reduction has been achieved, and the discharge can be resumed.

Chemical Reduction - A treatment system consisting of a holding tank and chemical addition may be necessary for the elimination of chlorine in the filter backwash water and other highly chlorinated discharges.

Where the discharge of pool water to the sanitary sewer is not feasible, federal law allows the release of dechlorinated swimming pool water. Compliance with these requirements can be determined by using a pool testing kit. In general, the guidelines for such releases require pool owners to ensure that all the following criteria are met:

- The residual chlorine does not exceed 0.1 mg/l (parts per million);
- The pH is between 6.5 and 8.5;
- The water is free of any unusual coloration;
- There is no discharge of filter media;
- There is no discharge of acid cleaning wastes.

The table below provides a guide to the amount of chemical that will need to be added to achieve the required level of chlorine residual reduction.

The discharge of filter backwash water to a storm drain system or any type of surface discharge is not allowable.

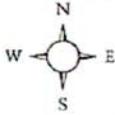
Neutralization Chemical	Chlorine Concentration Before Neutralization			
	1.0 mg/l	2.0 mg/l	10.0 mg/l	50.0 mg/l
Sulfur Dioxide (SO ₂)	0.8 lbs	1.7 lbs	8.3 lbs	41.7 lbs
Sodium Bisulfite (NaHSO ₃)	1.2 lbs	2.5 lbs	12.5 lbs	62.6 lbs
Sodium Sulfite (Na ₂ SO ₃)	1.4 lbs	2.9 lbs	14.6 lbs	73.0 lbs
Sodium Thiosulfate (Na ₂ S ₂ O ₃ ·5H ₂ O)	1.2 lbs	2.4 lbs	12.0 lbs	60.0 lbs

Source: Santa Clara Valley Water District. Water Utility O&M Pollution Prevention Plan

Street Sweeping Schedule For the City of Pacific Grove

Explanation of Street Sweeping Schedule

Sweeping will be done over the course of each month. Per contract requirements, the "downtown" area will be swept two times per week. (The area bounded by and including Congress, Central, Pine and 13th street, as well as the City parking lots on 16th Street between Laurel and Lighthouse and City parking lots on 14th and 15th Streets).



The "main" area streets will be swept once weekly.

ARTERIAL STREETS

- Central Avenue
- Congress
- David Avenue
- Eardley
- Forest Avenue
- Laurel
- Lighthouse Avenue
- Patterson
- Pine Avenue
- Prescott

ADDITIONAL STREETS

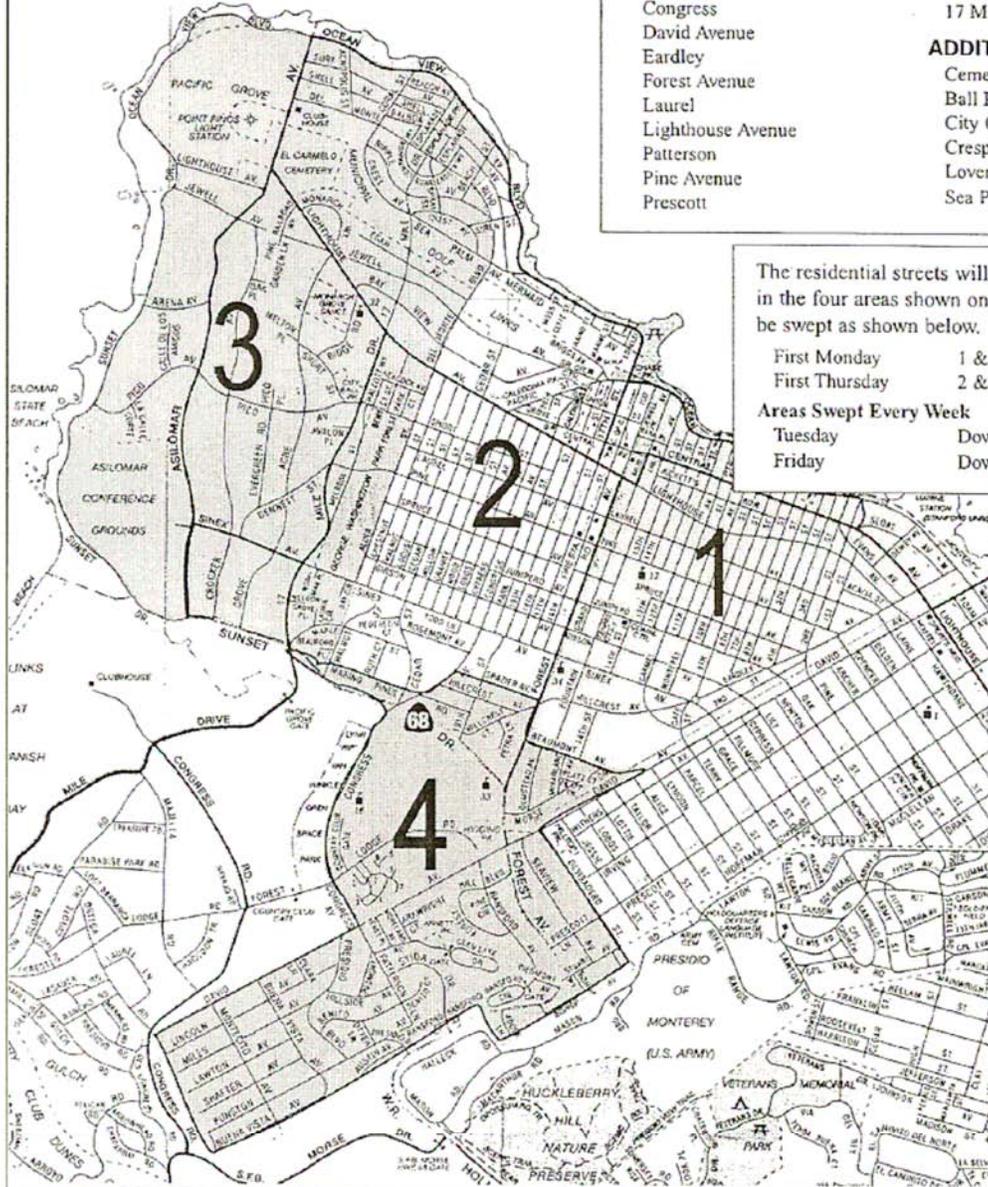
- Sinex
- Sunset
- 17 Mile Drive
- Cemetery & Recreational Trail City
- Ball Park (at 17 Mile & Pico)
- City Corporation Yard
- Crespi Pond Parking lot,
- Lover's Point Parking Lot
- Sea Palm Turnout

The residential streets will be swept once per month in the four areas shown on the map. Each area will be swept as shown below.

- First Monday 1 & 4
- First Thursday 2 & 3

Areas Swept Every Week

- Tuesday Downtown
- Friday Downtown & Arterial Streets



For More information,
please call Monterey
Waste Management at
(831) 384-5000

CITY OF MONTEREY CLEAN SWEEP PROGRAM



Clean streets and neighborhoods – that's the goal. Keeping our City and community clean takes teamwork. You can help us keep up with the debris that can clutter roadways by knowing when your street will be cleaned and moving your vehicle(s) out of the way.

Street-sweeping services in the City of Monterey will now include **regularly scheduled sweeping of all City streets**. In recent community surveys, respondents said clean neighborhoods and streets were important issues. By upgrading our street-sweeping program and working with you, our community members, we can help keep our City clean.

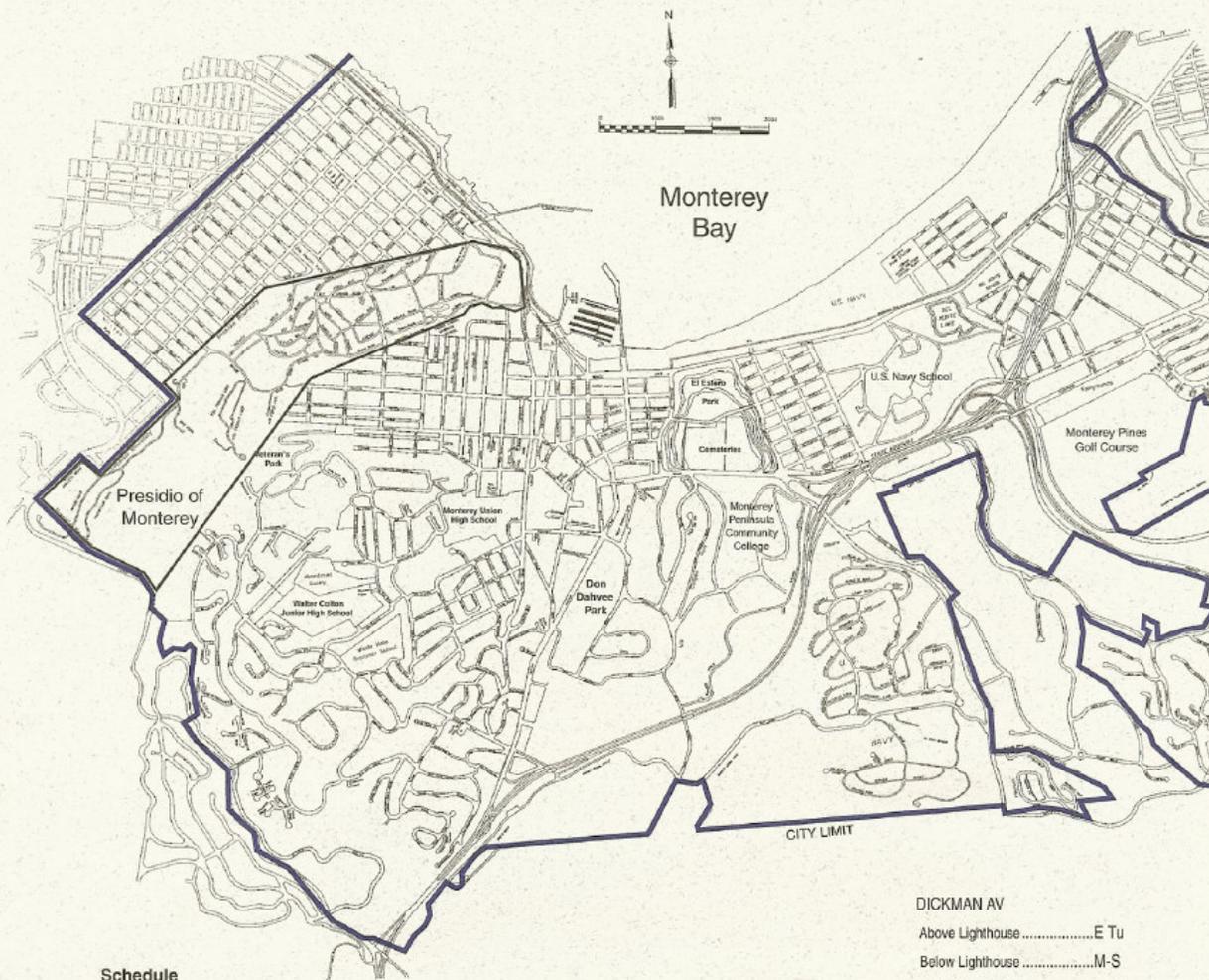
Daily sweeping of the business districts begins at 2 a.m. The business districts include the Downtown area, Lighthouse Avenue, North Fremont Street, Del Monte Avenue and most of the Cannery Row area. Residential streets are swept on scheduled days beginning at 6 a.m.

Please check the enclosed listing of streets to determine the day your street is scheduled to be swept. Locate your street from the

alphabetic listing and note the "schedule code" to the right (O M, E F, M-S, etc.). Then look for that code in the Legend to find which days your street will be swept. For example, if you live on Beach Way, the code is "E F," indicating that your street will be swept on "Even Fridays." During the month of April 1999, even Fridays fall on the 2nd, 16th, and 30th. If you live on Portola Avenue, the code is "O M," indicating that your street will be swept on "Odd Mondays." During the month of April 1999, your street will be swept on the 5th and 19th.

You can help make this sweeping program a success by remembering to move your vehicle(s) on these scheduled days. Please do not park any vehicle on the street between 2 a.m. and 6 a.m. in commercial areas or between 6 a.m. and 10:00 a.m. in residential areas on the scheduled sweeping days for your street. Please note that sweeping cannot be performed on rainy days.

With your cooperation, we will be able to do an even better job of keeping our City clean. **If you have questions about the street-sweeping program, please call our Street Division at 646-3927, Monday through Friday between 8 a.m. and 4:30 p.m.**



Street Schedule Codes

ABINANTE WY	E W
ABREGO ST	M-S
ADAMS STREET	E Tu
AGUAJITO RD	E W
AIRPORT RD	E M
ALAMEDA AV	E Th
ALAMEDA ST	E Th
ALLEN DR	E W
ALCALDE AV	O M
ALICE ST	O W
ALMA ST	E Tu
ALTA MESA CR	E Tu
ALTA MESA RD	E Tu
ALVARADO ST	M-S
ANITA ST	O Th
ANTELOPE LN	O Tu
ANTHONY ST	E Tu
ANTLER PL	O Tu
ARCHER ST	O W
AUGUSTA PL	O Tu
AVE MARIA RD	E Th

BARNET SEGAL DR	E Th
BARTOLOMEA WY	O F
BEACH WY	E F
BELDEN ST	O W
BLACK TAIL LN	O Tu
BONIFACIO PL	M-S
BORONDA LN	E Tu
BOWEN ST	E W
BRANNER AV	O M
BRUCE LN	E M
BUSH ST	E M
CALLE PRINCIPAL	M-S
CAMINO AGUAJITO	E F
CAMINO EL ESTERO	E Tu
CANNERY ROW	M-S
CARIBOU CT	O Tu
CARMELITO AV	E Th
CARMELO ST	E Th

CASA VERDE WY	
Fairgrounds Rd. to	
No. Fremont St	M-S
Fremont to Del Monte	O M
Del Monte to Roberts	E F
CASANOVA AV	O M
CASS ST	E Th
CASTANADA PL	O F
CASTRO RD	E W
CEDAR ST	
Franklin to Larkin	O Th
Franklin to Roosevelt	E W
CHATSWOOD PL	E Th
CHUALAR PL	O F
CHURCH ST	E Tu
CIELO VISTA DR	O F
CIELO VISTA PL	O F
CIELO VISTA TR	O F
CLAY ST	
Franklin to Larkin Pk	O Th
Franklin to Jefferson	E W

COLTON ST	O F
San Bernabe to Via Paraiso	O F
San Bernabe to Pacific	E Th
COOPER ST	O Th
COPA DEL ORO	E Tu
CORTES ST	E Tu
CRAMDEN DR	E Th
CRANDALL RD	O F
CRESCENT CT	O F
CUESTA VISTA DR	O F
CYPRESS ST	O W
DAVID AV	E Tu
DAVIS LN	E Th
DEER FOREST DR	O Tu
DEER STALKER PATH	O Tu
DEL MONTE AV	M-S
DEL ROBLES AV	O M
DEL ROSA AV	O M
DELA VINA AV	O M
DEVISADERO ST	O W

DICKMAN AV	
Above Lighthouse	E Tu
Below Lighthouse	M-S
DON DAHVEE LN	E Tu
DOREY WY	O F
DORMODY CT	E Th
DOUD AV	E Th
DRAKE AV	
Above Lighthouse	E Tu
Below Lighthouse	M-S
DUNECREST AVENUE	E F
DUNDEE AV	E M
DUNECREST LN	E F
DUTRA ST	M-S
EDDIE BURNS LANE	O Th
EDINBURGH AVENUE	E M
EDINBURGH CIRCLE	E M
EIGHTH STREET	E F
EL CALLE JONE	O F
EL CAMINITO	O F
EL CAMINITO DEL	
NORTE	O F
EL CAMINITO DEL SUR	O F
EL CAMINO	E Th
ELDORADO ST	E Th

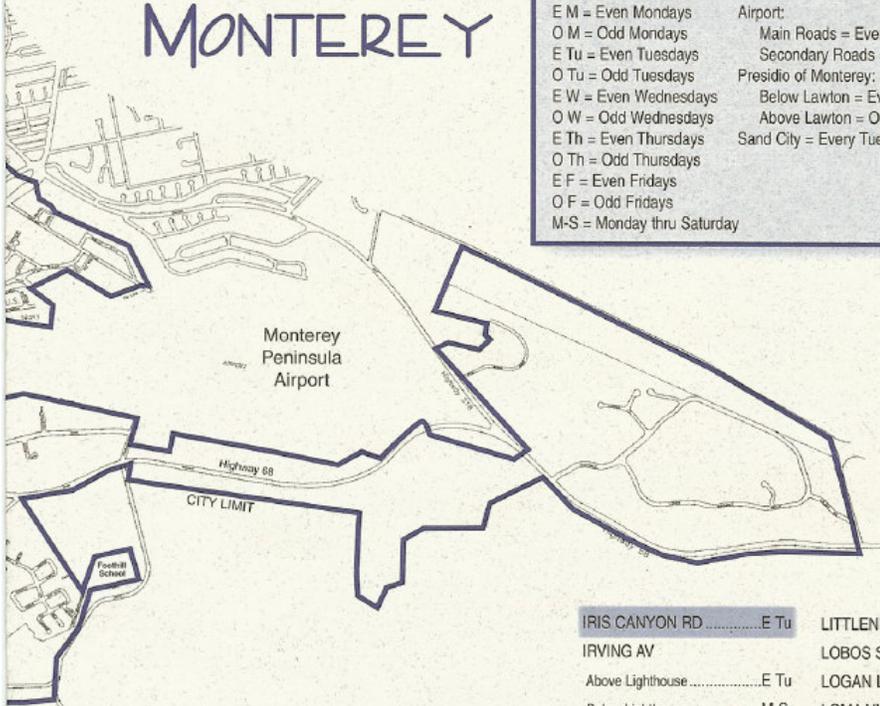
CITY OF MONTEREY

LEGEND

Schedule Codes

E M = Even Mondays
 O M = Odd Mondays
 E Tu = Even Tuesdays
 O Tu = Odd Tuesdays
 E W = Even Wednesdays
 O W = Odd Wednesdays
 E Th = Even Thursdays
 O Th = Odd Thursdays
 E F = Even Fridays
 O F = Odd Fridays
 M-S = Monday thru Saturday

Airport:
 Main Roads = Every Wednesday
 Secondary Roads = Once a Month
Presidio of Monterey:
 Below Lawton = Even Thursday
 Above Lawton = Odd Fridays
Sand City = Every Tuesday



MONTECITO AV O M
 MONTEREY CR E Th
 MONTSALAS DR O Th
 MULE DEER WY O Tu
 MUNRAS AV.

Soledad to Eldorado E Th
 Eldorado to Pearl M-S
 MYERS ST O M
 NEWTON ST O W
 NINTH ST E F
 NORTH FREMONT ST M-S
 OAK ST O W

OCEAN AV E F
 OLIVIER ST M-S
 OLMSTED RD E M
 OVERLOOK PL E Th
 OXNER ST O M
 PACIFIC ST

Soledad to Eldorado O F
 Eldorado to LIGHTHOUSE M-S
 PACIFIC VISTA PLACE E W
 PALO VERDE AV O M
 PARCEL ST O W

PARK AVE E F
 PEARL ST M-S
 PEBBLE ST E W
 PERRY LN E Tu
 PIERCE ST M-S
 PINE ST O W

PINEHILL WAY E Th
 POLK ST M-S
 PORTA VISTA DR E W
 PORTOLA AV O M
 PRESCOTT AV

Above Lighthouse E Tu
 Below Lighthouse M-S
 PUNTA PERDIDO E Th
 RAGSDALE DR O Tu
 RALSTON DR E M

RAMONA AV O M
 Fremont past Montecito O M
 Fremont to Euclid E M
 RAMONA CT O M
 REESIDE AV M-S
 Above Lighthouse E T

Below Lighthouse M-S
 ROBERTS AV E F
 ROBERTS AV
 (at Roberts Lake) O M
 ROBINSON ST E Tu
 ROOSEVELT ST E W

RYAN RANCH RD O Tu
 SAN BERNABE DR E Th
 SAN VITO CR O Tu

ELK RUN O Tu
 ENCINA AVENUE O M
 ENGLISH AVENUE O M
 ESTRELLA AVENUE O M
 ETNA PLACE O Tu
 EUCLID AVENUE E M
 FAIRGROUNDS ROAD M-S
 FAWN LN O Tu
 FERN ST E M
 FERNWOOD AV O F
 FIFTH ST E F
 FIGUEROA ST E Tu
 FILMORE ST O W
 FIRST ST E F
 FOAM ST E Tu
 FOOTHILL BLVD O Tu
 FOREST KNOLL RD E Th
 FOREST RIDGE RD E Th
 FOREST RISE E Th
 FOREST VALE E Th
 FOUNTAIN AV E Th
 FOURTH ST E F
 FRANKLIN ST
 Bowen to Van Buren E W
 Van Buren to Washington M-S
 Washington to Camino
 El Estero E Tu
 FREMONT ST M-S

GARDEN AV O M
 GARDEN CT E M
 GARDEN RD E M
 GLENWOOD CR E Tu
 GRACE ST O W
 GRANT AV O M
 GREENWOOD RISE E Th
 GREENWOOD VALE E Th
 GREENWOOD WY E Th
 GROVE ST E Th
 HANNON ST O M
 HARRIS CT O Tu
 HARRISON ST E W
 HARTNELL STREET M-S
 HAWTHORNE ST O W
 HELLAM ST O Th
 HELVIC AV O M
 HENDERSON WY E M
 HERRMANN DR O F
 HIGH ST
 Franklin to Presidio O Th
 Franklin to Jefferson E W
 HOFFMAN AV
 Above Lighthouse E Tu
 Below Lighthouse M-S
 HOUSTON ST E Tu
 HUCKLEBERRY CT E Th
 HUCKLEBERRY DR E Th

IRIS CANYON RD E Tu
 IRVING AV
 Above Lighthouse E Tu
 Below Lighthouse M-S
 IVY ST E M
 JACKSON ST O Th
 JEFFERSON ST
 Van Buren to Veterans Dr. E W
 Van Buren to Alvarado M-S
 JESSIE ST O W
 JOHN ST O M
 JOHNSON AV E W
 JOSSELYN
 CANYON RD O Tu
 JUSTIN CT O Tu
 KING ST M-S
 KOLB AV O M
 LA PLAYA M-S
 LAGUNA GRANDE CT O M
 LAINE ST O W
 LAKE ST E F
 LARKIN ST
 Franklin to Madison E W
 Franklin to Scott O Th
 LERWICK DR E M
 LIGHTHOUSE AV M-S
 LILAC ST E M
 LILY ST O W
 LINDA VISTA DR O F
 LINDA VISTA PL O F
 LINE ST E Tu
 LITTLEFIELD RD E W

LITTLENESS AV E M
 LOBOS ST O W
 LOGAN LN E Th
 LOMA VISTA PL E W
 LOMITA ST E Th
 LOTTIE ST O W
 LOWER RAGSDALE DR O Tu
 LYNDON ST O W
 MADISON ST E W
 MAJOR SHERMAN LN E Tu
 MANDEVILLE CT O Tu
 MANZANITA ST E W
 MAR VISTA DR O F
 MARGARET ST O Th
 MARK THOMAS DR E W
 MARSALA CR O Tu
 MARTIN ST E Th
 McCLELLAN AV
 Above Lighthouse E Tu
 Below Lighthouse M-S
 MCNEAR ST O M
 MELWAY CIRCLE E M
 MESA RD E Tu
 MESSINA PL O Tu
 MONHOLLAN RD
 Within city limits O Tu
 MONROE ST
 Franklin to Margaret O Th
 Franklin to Madison E W
 MONTE VISTA DR
 Soledad to Mar Vista E W
 Mar Vista to Linda Vista O F

Please refer to legend inside for schedule codes.

SARGENT CT.....E Th	SOMMERSET VALE.....E Th	TYLER ST.....M-S	VIA ESPERANZAO F	WATSON ST
SCOTT STO Th	S. PALO VERDE AVE.....O M	UPPER RAGESDALE DR..O Tu	VIA GAYUBA.....O F	Medison to FranklinE W
SEAFOAM AVE F	SPENCER ST.....O W	VAN BUREN CIR.....E W	VIA ISOLA.....O Tu	Franklin to SeenoO Th
SECOND ST.....E F	SPRAY AV.....E F	VAN BUREN ST	VIA JOAQUINE Th	WAVE ST.....M-S
SEENO ST.....O Th	STAG LN.....O Tu	Franklin to Van Buren Cir.....E W	VIA LADERA.....O F	WEBSTER ST
SEQUOIA AVO M	STEPHEN PLO F	Franklin to SeenoO Th	VIA MARETTIMO.....O Tu	Hartnell to Abrego.....M-S
SEVENTH STE F	STRATFORD PL.....E Th	VIA ARBOLESO F	VIA MIRADAE Tu	Abrego to Camino El Estero...E Tu
SHADY LN.....O F	STUART AVE.....E M	VIA ARCEROLOO F	VIA PARAISO.....O F	WELLINGS PL.....O F
SHEPHERDS KNOLL.....E Th	SURF WAY.....E F	VIA BUENA VISTA.....O F	VIA ROBLES.....E Th	WHARF #1.....E Tu
SHEPHERDS PL.....E Th	TAUFNER LN.....E Tu	VIA CAMPANAO F	VIA TAORMINA.....O Tu	WHARF #2.....E Tu
SIERRA VISTA DRO F	TAYLOR STO W	VIA CASOLIO Tu	VIA VENTURAO F	WHITE TAIL LNO Tu
SIXTH ST.....E F	TENTH STE F	VIA CASTANADA.....O F	VIA ZARAGOZAE W	WILSON RDO Tu
SKYLINE DRE Th	TERRY STO W	VIA CHIQUITAO F	VICTORIA RISEE Th	WINDSOR RISEE Th
SKYLINE FOREST DR.....E Th	THIRD STE F	VIA CHUALARO F	VICTORIA VALEE Th	WITHERS AVE Tu
SLOAT AVE F	THOMAS OWENS WY.....E W	VIA CIMARRON.....O F	VIEJO RDE Th	WOODCREST LN.....E Th
SOLEDAD DR	TIDE AVE.....E F	VIA DEL PINARO F	VIRGIN AVE.....O M	WRIGHT PL.....E Th
Munras to Via DescanoE W	TODA VISTAO F	VIA DEL REY.....O F	VISCAINO RDE Th	WYNDEMERE RISE.....E Th
Via Descano to Via Cimarron ..O F	TOYON AV.....O M	VIA DESCANSOO F	WAINWRIGHT STO Th	WYNDEMERE VALEE Th
SOLEDAD PLO F	TOYON DR.....O F	VIA ENCANTO.....O F	WALTER COLTON DR.....O F	WYNDEMERE WAYE Th
SOMMERSET RISEE Th	TRAPANI CIRCLEO Tu	VIA ENCINA.....O F	WASHINGTON ST.....M-S	YERBA BUENA CT.....O F

*Help Keep Our City Clean - Move Your Vehicle
On Scheduled Sweeping Days*



Department of Public Works
Street Division
646-3927

FILL OUT AND POST IN A HANDY PLACE

CUT

REMINDER
My street will be cleaned

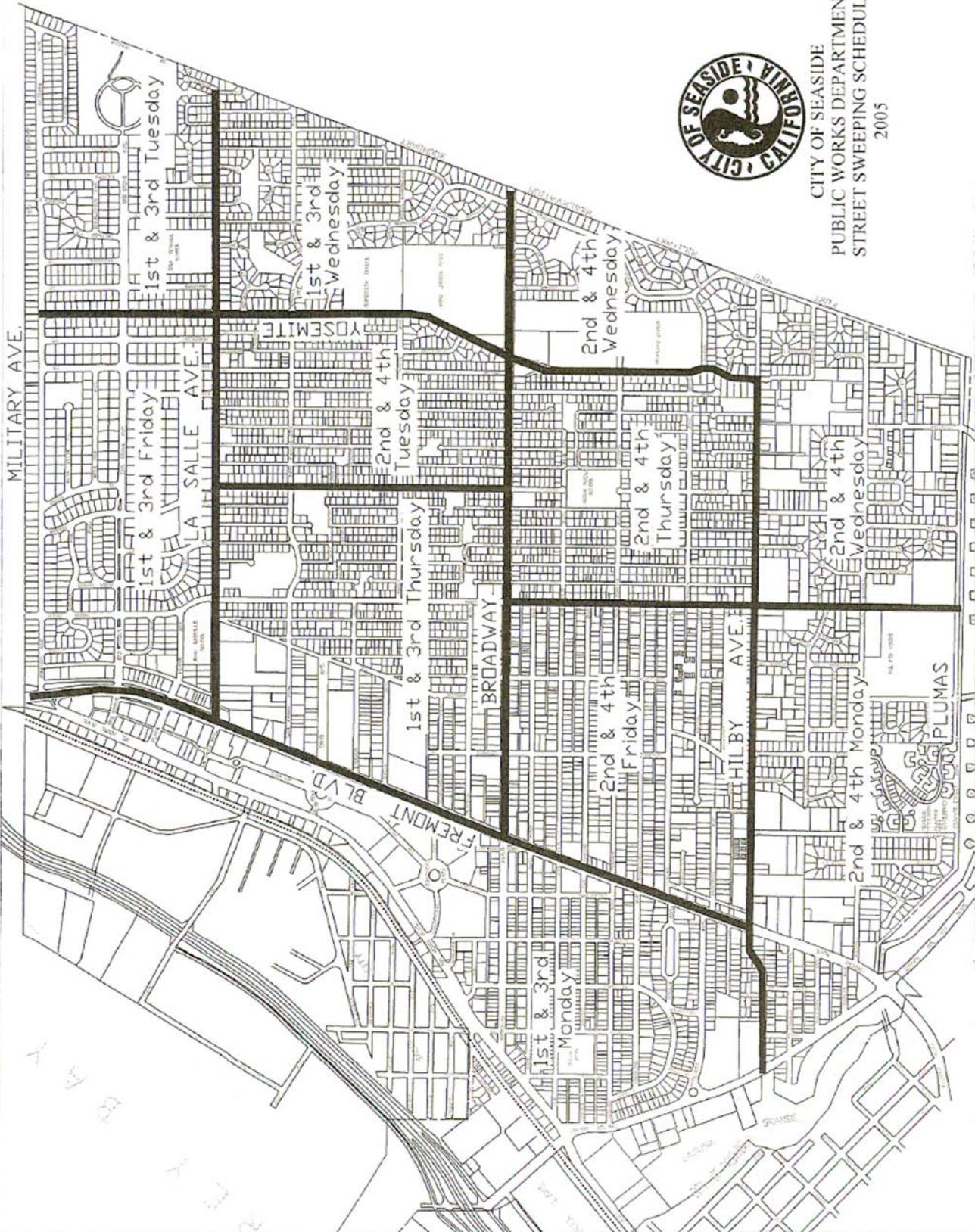
EVERY EVEN: MON TUES WED THURS FRI

EVERY ODD: MON TUES WED THURS FRI

OTHER: _____

Street Cleaning Schedule
City of Monterey, California

CUT



CITY OF SEASIDE
 PUBLIC WORKS DEPARTMENT
 STREET SWEEPING SCHEDULE
 2005

Sand City has a contract with the City of Monterey to provide street sweeping services on the following schedule:

- Major Streets - weekly (52 times)
- Minor Streets - alternate weeks (26 times)

There is also a separate contract with Griffin Maintenance Service to sweep the recreation (Class I) trail twice monthly (26 times).

There are also provisions in both contracts for extra sweeping services if the conditions warrant additional street sweeping.

The two commercial centers contract for routine sweeping of the parking areas. It should be noted there is no off-site runoff from either of the centers. The storm water drains to interceptor tanks that collect the sediments and oils. The storm water is then percolated.

The map on the following page shows the locations of the Major Streets and the Minor Streets referred to above.

As of the date of preparation of this MRSWMP, the City of Del Rey Oaks was in the process of contracting for the sweeping of its streets. A copy of the Del Rey Oaks sweeping program will be included the the Year One Annual Report.

2006 City of Marina Street Sweeping Schedule

**Begin first Monday of the Month, Weather permitting, mechanically permitting,
Holiday permitting, each subsequent month essentially similar schedule.**

	Monday	Tuesday	Wednesday	Thursday	Friday
J	2 Holiday, begin Sweeping Tomorrow	3 Reindollar Ave area, and side streets	4 Reindollar Ave area, Hillcrest Ave. area	5 Carmel Ave. area, and side streets	6 Carmel Ave. area, Seacrest Ave., Crescent Ave.
A	9 North of Reservation Rd. area off Crescent Ave to Beach Rd.	10 Cosky Dr. area, Paul Davis Dr., Marina Dr., Cypress Cove	11 Cardoza Ave. area, Dunes Drive, Reservation Rd. west of Del Monte Blvd.	12 Lake Dr. area, Messinger Dr. area	13 Center Islands along Del Monte
N	16 Reservation Rd. to Blanco Rd.	17 Marina Municipal Airport	18 Neeson Rd, Imjin Pkwy., to Preston Dr., California Extension	19 2nd Ave., Start Imjin Pkwy.	20 Imjin Parkway, End Sweeping
	23	24	25	26	27
F	30	31	1	2	3
E	6 Begin Sweeping	7	8	9	10
B	13	14	15	16	17
	20 Holiday	21	22	23	24 End Sweeping
M	27	28	1	2	3
A	6 Begin Sweeping	7	8	9	10
R	13	14	15	16	17
	20	21	22	23	24 End Sweeping
A	27	28	29	30	31
P	3 Begin Sweeping	4	5	6	7
R	10	11	12	13	14
	17	18	19	20	21 End Sweeping
M	24	25	26	27	28
A	1 Begin Sweeping	2	3	4	5
Y	8	9	10	11	12
	15	16	17	18	19 End Sweeping
	22	23	24	25	26
J	29 Holiday	30	31	1	2
U	5 Begin Sweeping	6	7	8	9
N	12	13	14	15	16
	19	20	21	22	23 End Sweeping
J	26	27	28	29	30
U	3 Begin Sweeping	4 Holiday	5	6	7
L	10	11	12	13	14
	17	18	19	20	21 End Sweeping
A	24	25	26	27	28
	31	1	2	3	4
U	7 Begin Sweeping	8	9	10	11
G	14	15	16	17	18
	21	22	23	24	25 End Sweeping
S	28	29	30	31	1
E	4 Holiday	5 Begin Sweeping	6	7	8
P	11	12	13	14	15
	18	19	20	21	22 End Sweeping
O	25	26	27	28	29
C	2 Begin Sweeping	3	4	5	6
T	9	10	11	12	13
	16	17	18	19	20 End Sweeping
N	23	24	25	26	27
	30	31	1	2	3
O	6 Begin Sweeping	7	8	9	10
V	13	14	15	16	17
	20	21	22	23 Holiday	24 Holiday
D	27	28 End Sweeping	29	30	1
E	4 Begin Sweeping	5	6	7	8
C	11	12	13	14	15
	18	19	20	21	22 End Sweeping
	25 Holiday	26 Holiday	27 Holiday	28 Holiday	29 Holiday

Monterey County Department of Public Works Street Sweeping Standard Operating Procedures

- 1. Environmental Services (ES) is assuming street sweeping operations, with ES crew members operating and maintaining the equipment. Operators will be under the operational control of the District's Superintendent while in the field.**
- 2. The current schedule of bi-annual sweeping will be maintained. Streets will be swept before the first rains and after the last rains of the season, and as required.**
- 3. All streets and roads listed in the "Curb & Gutter And Non-Curb & Gutter Street Sweeping Road List" will be swept. All roads included in the National Pollution Discharge Elimination System Storm Drain Permit will receive special emphasis prior to the first rains of the season.**
- 4. Hazardous or questionable materials will not be swept. Refer to Monterey County Department of Public Works " Hazardous Materials Procedure" when suspected hazardous material substances are encountered.**
- 5. The sweeper is not intended to be used as a garbage receptacle or excavator. The equipment is to be used to sweep normal deposits of material only.**
- 6. Sweeping operations may necessitate varied scheduling to accommodate traffic, personnel, emergencies, special events and other factors. Districts may be requested to provide assistance in specific areas.**
- 7. Emergency use of the sweeper, during normal work hours, will be coordinated through the Sanitation Supervisor. Emergencies after normal hours will be coordinated through the ES stand-by person. Only if an ES operator is not available will the District use their own operator.**

MONTEREY COUNTY ROAD LIST

ROAD NAME	LIMITS
SAN MIGUEL DISTRICT	
CASTROVILLE STREETS	
Castro St	Wood St to Blackie Rd
Cooper St	Merritt St to End
Crane St	Merritt St to Davis Rd
Cypress Cir	Oak St to End
Cypress St	Palm St to Oak St
Geil St	Main St to Wood St
Geil St	Salinas St to Washington St
Haight St	Speegle St to Salinas St
Jackson St	Moro Cojo Rd to Blackie Rd
McDougall St	Washington St to Union St
Monterey St	S. R. 183 to Castro
Oak St	S.R. 183 to End
Pajaro St	Merritt St to Axtell St
Palm St	S.R. 183 to End
Poole St	Merritt St to Davis Rd
Preston St	Merritt St to Davis Rd
Salinas St	Merritt St to Haight St
Union St	Merritt St to End
Walsh St	S.R. 183 to Castro St
Washington St	Merritt St to Seymour St
Wood St	S.R. 183 to Del Monate AveEnd

OAK HILLS STREETS

Acorn Cir	Willow Oak Rd to End
Arrowleaf Trl	Charter Oak Blvd to End
Black Oak Pl	Canyon Oak Rd to End
Blue Oak Rd	Canyon Oak Rd to End
Blue Stem Path	Charter Oak Blvd to End
Brome Trl	Charter Oak Blvd to End
Brookgrass Pl	Charter Oak Blvd to End
Bur Oak Wy	Holly Oak Wy to End
Canyon Oak Rd	Cathedral Oak Rd to Charter Oak Blvd
Cathedral Oak Rd	S.R. 156 to Canyon Oak Rd
Century Oak Rd	Oak Hills Dr to Charter Oak Rd
Charter Oak Blvd	Cocklebur Ct to End
Clover Trl	Charter Oak Blvd to End
Cocklebur Ct	End to End
Colonial Pl	Charter Oak Blvd to End
Foxtail Pl	Charter Oak Blvd to End
Green Oak Pl	South Century Oak to End
Holly Oak Wy	Charter Oak Blvd to End
Madras Pl	Charter Oak Blvd to End
Maul Oak Pl	Charter Oak Blvd to End
Meadow Oak Pl	South Century Oak to End
Mesa Oak Wy	Oak Hills Dr to End
Mimosa Path	Charter Oak Blvd to End
Mossy Oak Pl	Canyon Oak Rd to End
Oak Hills Dr	S.R. 156 to Charter Oak Rd
Oracle Oak Pl	Charter Oak Blvd to End
Pampas Path	Charter Oak Blvd to End
Pin Oak Rd	Canyon Oak Rd to End
Poa Wy	Trefoil Pl to Sanbur Pl
Red Oak Pl	Charter Oak Blvd to End
Rye Ct	Colonial Pl to End
Sandbur Pl	Bluestem Path to End
Scarlet Oak Pl	Oracle Oak Pl Blvd to End
Silk Oak Rd	Canyon Oak Rd to End
South Century Oak Rd	Charter Oak Rd to Charter Oak Rd
Tan Oak Wy	South Century Oak to End
Timothy Path	Charter Oak Blvd to End
Trefoil Pl	Charter Oak Blvd to End
Valley Oak Wy	Charter Oak Blvd to End
Willow Oak Rd	Canyon Oak Rd to End

PRUNDALE STREETS OFF PARADISE ROAD

Lake View Dr	Paradise Dr to End
Sage Ct	Lake View Dr to End
Verde Dr	Lake View Dr to End

COUNTRY MEADOWS STREETS

Assisi Wy	Ralph Ln to Damian Wy
Country Meadows Rd	Damian Wy to End/New
Damian Wy	Assisi Wy to Harrison Rd
Meadow Ridge Rd	Country Meadows Rd to End

INSET 5 PRUNEDALE STREETS OFF BLACKIE ROAD

Arriba Wy	Borromeo Dr to End
Borromeo Dr	Blackie To End
Fiesta Wy	Borromeo Dr to End

PRUNEDALE STREETS OFF TUSTIN ROAD

Karen Dr	Tustin Rd to Leon St
Leon St	Karen Dr to End
Linda Vista Place	Moro Rd to End
Wilma Dr	Leon St to End

BOLSA KNOLLS STREETS

Agate Circ	Jasper Wy to End
Augusta Cir	Augusta Dr to End
Augusta Ct	Augusta Dr to End
Augusta Dr	San Juan Grade Rd to Tam O'Shantner
Bollenbacher Dr	Penzance St to Rogge Rd
Cornwall St	San Juan Grade Rd to Kelton Dr
Dexter Dr	End to End
Jade Cr	Penzance St to End
Jade Dr	Penzance St to Rogge Rd
Jasper Wy	Noman Wy to Rogge Rd
Kelton Dr	Penzance St to Rogge Rd
Medbury Dr	Penzance St to End
Norman Wy	Kelton Dr to Pingree Wy
Onyx Ct	Penzance St to End
Opal Ct	Jasper Wy to End
Penzance St	San Juan Grade Rd to Jade Dr
Pinehurst Ln	Augusta Dr to End
Pingree Wy	Noman Wy to Bollenbacher Dr
Tam O'Shantner Dr	Pinehurst to End
Topaz Wy	Jade Dr to End

MONTEREY DISTRICT**TORO HILLS ESTATES**

Anza Cir	Anza Dr to End
Anza Dr	Portola Dr to Portola Dr
Balfour Ln	Portola Dr to End
Berra Wy	Portola Dr to End
Bravo Ct	Torero Dr to End
Bravo Pl	Torero Dr to End
Capote Dr	Portola Dr to End
Coleta Dr	Portola Dr to Manolete Dr
Cordoba Ct	Cordoba Dr to End
Cordoba Dr	Guidotti Dr to Portola Dr
Cordoba Pl	Cordoba Dr to End
Darcie Ln	Portola Dr to End
Davenrich St	Portola Dr to Capote Dr
Espada Dr	Portola Dr to End
Estoque Pl	Portola Dr to End
Ferdinand Ct	Ferdinand Dr to End
Ferdinand Dr.	Veronica Dr to Veronica Dr
Franciscan Wy	Anza Dr to Espana Ct
Franciscan Ct	Franciscan Wy to End
Franciscan Cir	Franciscan Wy to End
Guidotti Ct	Guidotti Dr to End
Guidotti Dr	Cordoba Dr to Muleta Dr
Guidotti Pl	Muleta Dr to End
Manolete Dr	Picardo Dr to End
Montera Ct	Montera Dr to End
Montera Dr	Davenrich St to Davenrich St
Montera PL	Montera Dr to End
Muleta Dr	Guidotti Dr to Espada Dr
Muleta Pl	Muleta Dr to End
Ordonez Dr	Torero Dr to Portola Dr
Ortega Dr.	Portola Dr to Estoque Dr
Palou Dr	Portola Dr to End
Picador Dr	Portola Dr to End
Portola Dr	Creekside Terr to S.R. 68
Sharon Ln	Portola Dr to End
Toreador Dr	Portola Dr to End
Torero Ct	Torero Dr to End
Toro Hills Ave	Portola Dr to Toro Hills Dr
Toro Hills Ct	Toro Hills Dr to End
Toro Hills Dr	Toro Hills Ave to End
Torero Dr	Ordonez Dr to S.R. 68
Veronica Dr	Portola Dr to Portola Dr

CARMEL KNOLLS STREETS OFF CARMEL VALLEY

Carmel Knolls Dr	CVR to End
Dougherty Ct	Dougherty PL to End
Dougherty Pl	End to End
Partridge Pl	Carmel Knolls Dr to End
Ryan Pl	Carmel Knolls Dr to End

CARMEL VIEWS STREETS OFF CARMEL VALLEY

Arriba del Mundo	Rio Vista Dr to End
Arroyo Trl	Ariba Mundo to End
Canada Ct	Canada Dr to End
Canada Dr	Rio Vista Dr to Canada Ct
Canada Ln	Canada Ct to End
Canada Valley Dr	Canada Dr to End
Chiquito Pl	Rio Vista Dr to End
Hacienda Pl	Rio Vista Dr to End
Knoll Ln	Outlook Dr to End
Marguerita Wy	Rio Vista Dr to End
Outlook Ct	Outlook Dr to End
Outlook Dr	Canada Dr to End
Outlook Ln	Outlook Dr to End
Outlook Pl	Outlook Ct to End
Outlook Ter	Outlook Dr to End
Pine Hills Dr	Outlook Dr to End
Punta Vista	Rio Vista Dr to End
Rio Vista Dr	CVR to Canada Dr
Rotunda Dr	Rio Vista Dr to End
Segunda Dr	Rio Vista Dr to End
Tolando Trl	End to End
Vista del Pinos	Arriba del Mundo to End

BROOKDALE DRIVE STREETS OFF CARMEL VALLEY

Bonita Wy	Brookdale Dr to End
Brookdale Dr	CVR to Rancho San Carlos
Canada Wy	CVR to Brookdale Dr
Glen Pl	Brookdale Dr to End
Pancho Wy	Brookdale Dr to End
Paseo Robles	Brookdale Dr to End

VALLEY GREENS STREETS OFF CARMEL VALLEY

Fairway Pl	End to End
Lake Pl	Valley Greens Dr to End (east/west legs)
Poplar Ln	Valley Greens Dr to End
River Pl	Valley Greens Dr to End (east/west legs)
Valley Greens Cir	Valley Greens Dr to Valley Greens Dr
Valley Knoll Rd	Valley Greens Dr to End

HIGH MEADOWS STREETS OFF SH 1

Carpenter St	SR 1 to High Meadow
Edgefield Pl	End to End
Genista Wy	Via Mar Monte to End
Greenfield Pl	End to End
High Meadows Dr	Carpenter St to Outlook Dr
Outlook Dr	Edgefield Pl to End
Raymond Wy	Via Mar Monte to End
Summit Field Rd	High Meadows Dr to End
Via Mar Monte	End to End

TIERRA GRANDE STREETS OFF CARMEL VALLEY

Berwick Dr	CVR to Dorris Dr
Carol Pl	Tierra Grande to End
Dorris Dr	CVR to Berwick Dr
Center St	End to End
Elinore Pl	Rancho Alta Dr to End
Loma Robles Dr	Via Paloma to End
Rancho Alto Dr	Tierra Grande to End
Telarana Wy	Tierra Grande to End
Tierra Grande	Mercurio Rd to End
Via Cazador	Tierra Grande to End
Via Cicindela	Tierra Grande to End
Via Crotalo	Tierra Grande to End
Via Marquita	Tierra Grande to End
Via Paloma	Tierra Grande to End

Appendix F

Training Materials

BMP NO.	TOPIC	PAGE
3-3.a	Training materials for municipal employees and inspectors	F-1
6-1.a	Outline of employee training provided in 2004	F-7
6-1.a	Outline and training materials to be used for BMP 6-1.a	F-22
6-1.a	Excerpt from Coastal Conservancy Grant to MBNMS to provide assistance with MRSWMP training	F-34



Illicit Connection and Illegal Discharge Detection and Elimination Training Program

**Presented by the
Storm Water Education Alliance**

With Acknowledgment and Recognition to the
Rouge River National Wet Weather Demonstration Project
conducted by the Department of the Environment, Wayne County, Michigan for
its development of this presentation.

WHAT IS AN ILLICIT CONNECTION?

- When a pipe intended for a sanitary sewer ends up in a storm drain




ILLICIT CONNECTION/DISCHARGE ELIMINATION TRAINING PROGRAM

- A. Introduction/Background
- B. Outfalls
- C. Suspicious Discharges
- D. Awareness and Education





WHAT IS AN ILLICIT DISCHARGE?

- Leaking septic field: When sanitary sewage escapes an on-site sewage disposal system and migrates to a river or stream
- Cracking or sinking pipe: Misfracturing pipes or other factors which allow those materials to migrate to a river or stream






INTRODUCTION/BACKGROUND

- What is an illicit connection?
- What is an illicit discharge?
- Why illicit connection/discharge elimination and detection?
- What can the field staff do to detect an illicit connection?
- What if I suspect to do nothing?
- Finding the source




WHY ILLICIT CONNECTION/DISCHARGE ELIMINATION AND WHY NOW? (What do I tell my Decision Makers?)

- EPA requires fairly well controlled
- EPA focusing on "diffuse sources"
- Illicit non-point sources/leachages have been identified as a major problem
- Communities have spent millions for expensive treatment plant collection systems with controls on CSO control
- It needs to be done to complete the job of eliminating raw sewage (and other pollutants) from our rivers




WHAT CAN THE FIELD STAFF DO TO CLEAN UP OUR ENVIRONMENT?

- Be an alert observer
- Report suspicious discharges



Remember - even small discharges are large pollutant sources if they pollute day after day

OUTFALL CONDITION

- Record physical condition of outfall/well




FINDING THE SOURCE

- Observe sewage system layout





TYPES OF OUTFALLS




ILLICIT CONNECTION/DISCHARGE ELIMINATION TRAINING PROGRAM

- Introductory/Background
- Outfalls**
- Suspicious Discharges
- Awareness and Education



TYPES OF OUTFALLS

Retrospective Discharge




TYPES OF OUTFALLS

Natural Stream
 Pipe in Stream
 Pipe in Forest

NOISE OUTFALLS
 Noise Outfalls are a type of outfall.

NATURAL PHENOMENA

Stream with Pipe
 Stream with Pipe
 Stream with Pipe
 Stream with Pipe

ILLICIT CONNECTION/DISCHARGE ELIMINATION TRAINING PROGRAM

- Introduction / Background
- Outfalls
- Suspicious Discharges**
- Awareness and Education

SIGNS OF A SEWAGE DISCHARGE

Pipe in Stream
 Stream with Pipe
 Stream with Pipe
 Stream with Pipe

C. SUSPICIOUS DISCHARGES

- Recognizing the signs
- Behavioral Do's/Dont's
- Recognition of illegal pipe-form

SIGNS OF A SEWAGE DISCHARGE

C. SUSPICIOUS DISCHARGES

Sewer discharge

Sewer discharge

C. SUSPICIOUS DISCHARGES

- Stream bank observations
 - Elevated BOD
 - Eutrophication
 - Discharging septic systems
 - Fertilizer runoff
 - Dumpsites

Stream bank observations

Stream bank observations

FAILING SEPTIC SYSTEMS

ILLICIT CONNECTION/DISCHARGE ELIMINATION TRAINING PROGRAM

1. Cultural/Literacy /Background
2. Outreach
3. Suspicious Discharges
4. Awareness and Education

SANITARY SEWER OVERFLOW

AWARENESS/EDUCATION

- Introduction
- Field of Sanitary Discharge review
- Explain the issues
- Education messages

WHAT IS AN ILLICIT DISCHARGE

- Spilling or dumping of hazardous materials in a manner which allows those materials to migrate to a drain
- Specific examples from permit:
 - Improperly stored
 - Household hazardous waste
 - Grease traps and oil filters
 - Paints, solvents
 - Automotive fluids




What Happens to, or on, the land (in the DPW yard, on the road) determines the quality of the water






WHAT IS THE BOTTOM LINE?

- Illicit discharges are caused by:
 - Careless
 - Accidents
 - Negligence
- Often by individual




WHERE POLLUTION IS CONCERNED . . .

Every home, business, DPW yard, street is a water front property because of its various surfaces and storm drains






MESSAGES THAT EMPLOYEES NEED TO BE AWARE OF INCLUDE:

Storm Drains aren't Garbage Cans

Storm Drains aren't Burial Sites



Neither is the Floodplain




EVERYONE IS PART OF THE PROBLEM AND NEEDS TO BE PART OF THE SOLUTION

- The nose isn't a broom
- Cement doesn't grow and it doesn't need oil either
- Don't feed the geese






WHY ELIMINATE ILLICIT DISCHARGES?



WHAT IF I CHOOSE TO DO NOTHING?

- Pollution and public health threats continue
- If your municipality is within the Rouge Watershed, you can expect the wrath of the federal court
- If it is not within the Rouge Watershed, you will be required to do it or face a fine of \$5000 per day starting in 2002
- Failure to comply with MDEQ "voluntary" permit may hamper efforts to obtain certain types of Clean Michigan Initiative funding



Phase II Stormwater Training For Local Government Agency Staff

The Monterey Bay National Marine Sanctuary and Ketley and Associates teamed up to provide stormwater training for employees of the Participating Entities. Training sessions were held in 2004 on the dates and locations listed below:

- Wednesday July 7 at the MPUSD Instructional Materials Center, 540 Canyon Del Rey, Monterey
 - Tuesday July 20 at the Seaside High School Library, Seaside
 - Tuesday July 27 in Salinas

9:30 a.m. to 10:30 a.m. - General Overview of the Phase II Stormwater Permit



This workshop provided managers and supervisors with the basics of implementing a program in compliance with the Phase II Stormwater Permit.

11:00 to Noon - Good Housekeeping For Field Crews and Vehicle Maintenance Staff



This workshop provided field crews and vehicle maintenance staff with information on how to ensure their activities comply with the Good Housekeeping requirements of the Phase II Stormwater permit.

Pages F-8 through F-20 show the Power Point slides used in these training sessions.

Good Housekeeping



Sections Include:

- Little liars.
- I hate my thighs
- No will power

99% of the Program Is Just Thinking On Your Feet



Construction

"Go away, I've got houses to build. Quit pestering me about a little erosion".



Simple Rule

If Rainwater Can't Touch It,
It Isn't Pollution!



New Development



Uncovered Spoil Piles
= Pollution



Tarp or Cover Sand and Spoils



Correct PPE, but no control of sediments



Good Old Cold Patch



What's Wrong With This Picture?



Before it Gets Too Bad



Stormwater Common Sense at Work



Dachshund Road Crossing?

Leaky Truck?
Get It Fixed ASAP



Washing Down Your
Equipment?



Made a Mistake
And Had a Spill?



The Right Way To Clean Out A Sweeper?



When Handling Chemicals
Use Caution To Avoid Spills



500 LB Bunker Buster!

When In the Field
Lookout For The Unusual



Retaining Wall Drains Should Run Clear



Septic Tank
Problems?

Storm Drains Should Not Emit Steam



Stormwater is NOT
White

Storm Drain Clogged?





Keep an Eye Open For
Current and Future Spills



Shade Tree Mechanic Shops



Stumbled On A Meth Lab?



Private Lift Stations



Aren't All Private Lift Stations This Well Maintained?

Cleaning Services



When More Chlorine Doesn't Fix the Problem Dump 10,000 Gallons to the Drain



On The Lookout For Erosion



Construction



The Larry, Moe and Curly Construction Company

Channels



No problem for a 3 foot wide swale !

Farming Operations



Prepping Fields for Strawberries In November.

Slopes



Going, going, gone.....

Remember Stormwater. Can Be Fun



Stormwater Mini Workshop



What On Earth is NPDES?



National Pollutant Discharge Elimination System

Look Familiar?



The NPDES Stormwater Permit

EPA Storm Water Phase II Final Rule
Illicit Discharge Detection and Elimination (IDDE) Control Measure

The permit has six elements:

1. Public Education
2. Public Involvement
3. Illicit Discharge Detection / Elimination
4. **Good Housekeeping**
5. Construction
6. New Development

In 2003 Almost Every Small City in the US Was Required to Obtain an NPDES Stormwater Permit



Basically, It's The Rules Your Mom Taught You.



Rule No 1.
Keep All Equipment Clean and
Well Maintained



Get Rid Of Leaking
Containers



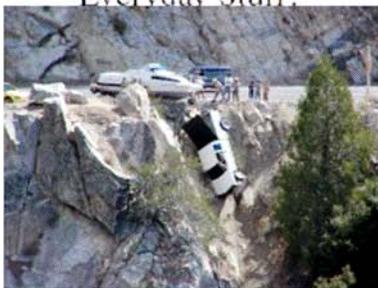
Rule No. 2.
If Rainwater
Can't Touch It,
It Isn't
Pollution!



Make Good Use Of Secondary
Containment

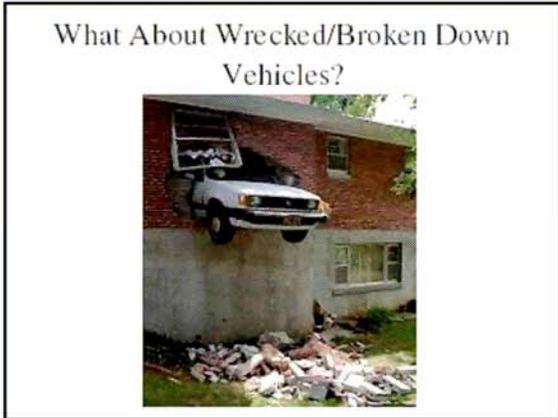
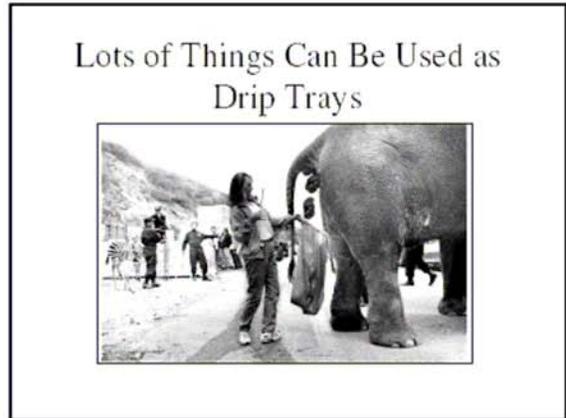


So How Does This Apply To
Everyday Stuff?



When Handling Chemicals
Use Caution To Avoid Spills





Don't Leave The Absorbed Spill
On The Floor



Don't Clean Parts or Equipment
Outside



If A Spill Got Into A Storm Drain
Or Watercourse Call Your Supervisor
Right Away!



Covered Washracks.
Not Just For The Boss's SUV



Cleaning Stuff



So What If It Can't Be Moved?



Do Not Wash The
Pollution Away!



Steam and Vacuum Cleaning
For Those Tough Spots



It Will Surface Somewhere and
the Fines Will NOT be Cheap!



Dispose of the Collected Wastes
Appropriately



Dry Sweep or Wet Vac.
Then Use Absorbents.



What To Look For
While In The Field



Keep An Eye Open For Trouble



Off Road Vehicle Use?



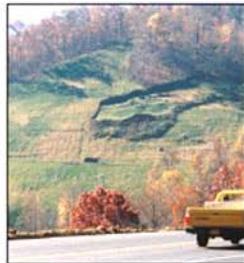
Homeless Camps



Stormwater is NOT White



Slope Failure



Strange Pipe and a Storm Drain.
Hmmm?



Finally.
Remember To Practice Mom's
Rules at Home, Too



MBNMS/Ketley and Associates

Outline of Municipal Stormwater Training Modules

Stormwater Training For Parks, Vehicle Maintenance and Custodial Personnel

Topics covered include:

- What is Stormwater and Why is it Important.
- Storage of Equipment, Materials and Chemicals.
- Material/Chemical Substitutions.
- Handling, Mixing and Use of Chemicals.
- Irrigation Runoff Control
- Protecting Storm Drains.
- Cover Techniques.
- Spill Control Materials and Their Proper Use.
- Equipment Cleaning.
- Waste Disposal.
- Stormwater Pollution Awareness.

Training Module Covers MCM 6 BMPs

- 6-1.a
- 6-2.a
- 6-3.a
- 6-4 a
- 6-7.a-f



Stormwater Training For Streets and Sewer Collections System Personnel

Topics covered include:

- What is Stormwater and Why is it Important.
- The ABC's of Erosion Control
- The Correct Use Of The Correct BMP's.
- Sweeping ABC's
- Protecting Storm Drains.
- Equipment Storage and Maintenance.
- Materials Use and Cleanup.
- Spill Control Products
- Waste Disposal.
- Stormwater Pollution Awareness.



Training Module Covers MCM 6 BMPs

- 6-9 a-f
- 6-10 a-e

Pages F-23 through F-33 show the Power Point slides that will be used in these training sessions.

Stormwater For Streets and
Sewer Collections Staff



Crankcase
Oil Is Not
Found In
Clouds

What Is Stormwater?



Rain is NOT
White

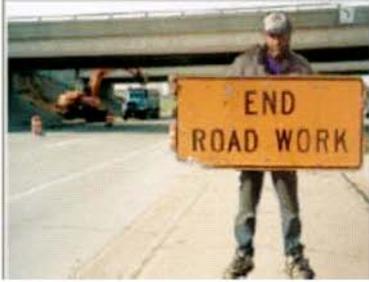
What Isn't
Stormwater?



Nor Is It Brown



So How Do We Do Our Jobs
And Keep It Clean?



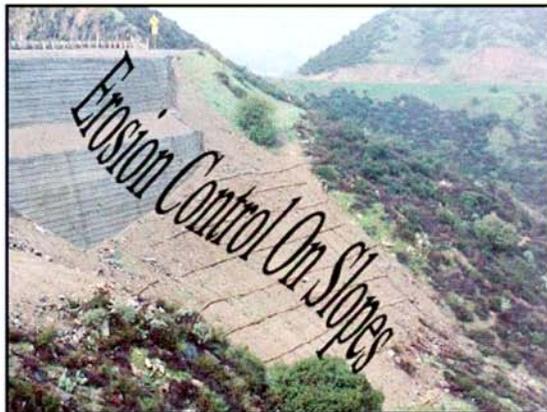
Erosion Control in Easy Steps

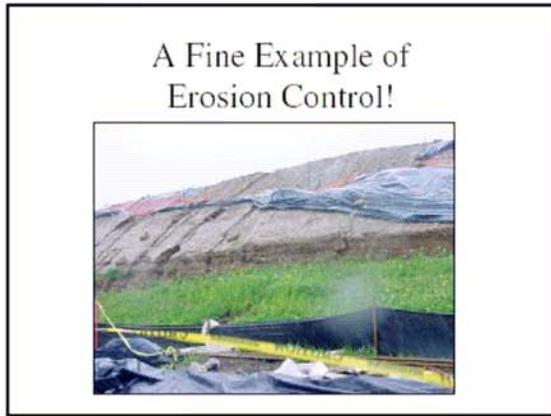
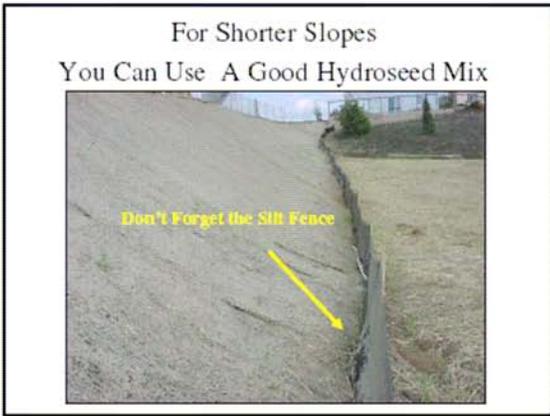
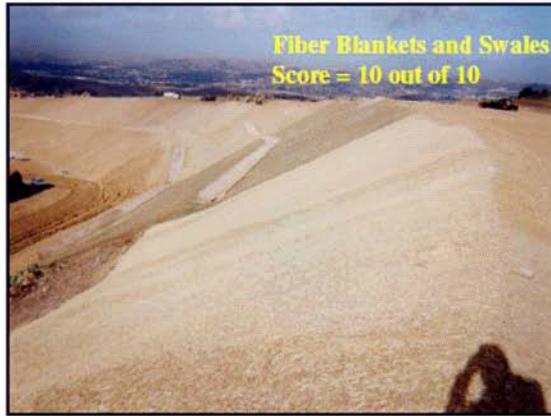


Apply Erosion Control Materials
To Exposed Soils



Managing Temporary
Soil Stockpiles





DI Protection - The Final Step



Once You Have Controlled The Spill Dispose of the Residuals Properly!



Spilled Something?



Non Flammable? Wet Vac it.



Always Carry A Spill Kit



Street Sweeping Essentials



Someone Needs a Little More Training!



Brooms, Water, Heads and Curtains



Even With Good Sweeping, Some Spots Are Just Bad



Good Sweeping Needs Good Parking Enforcement



Routine Cleaning of Hot Spots And Areas That Are Prone To Flooding







Stormwater
Training For
Custodial,
Parks and
Vehicle
Maintenance
Folks



What Isn't
Stormwater?



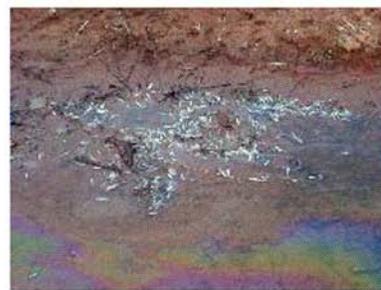
No Need To
Freak Out.
It's Not That
Complicated



Crankcase
Oil Is Not
Found In
Clouds



What is Stormwater?



Fish Love Hydrocarbons



Rain is NOT White

Get Rid Of/Replace Leaky Containers



A Little Spilled Paint = A Lot of \$



Keep an Eye Open For Current and Future Spills



How To Avoid Spills



Just Fix It



Substitute With Safer Products



Protect The Storm Drain



What To Do When It Happens



Once You Have Controlled The Spill Dispose of the Residuals Properly!



Always Carry A Spill Kit



Non Flammable? Wet Vac it.





Keep High
Spill/Leak
Risk
Equipment
Under
Cover



Washracks.
Not Just For
The Boss's
SUV

Cover Spoil/Sand Piles



Cover Systems and Leaks



Dumpsters Have Lids. Use Them!





**EXCERPT FROM COASTAL CONSERVANCY GRANT TO MONTEREY BAY
NATIONAL MARINE SANCTUARY TO PROVIDE ASSISTANCE WITH MRSWMP
TRAINING**

TRAINING PROGRAM: BMP MCMs 5 and 6

The entities have worked with the Monterey Bay National Marine Sanctuary to develop options for fulfilling training opportunities in each jurisdiction for municipal operations and new development/redevelopment programs. The Marine Sanctuary obtained grant funding from the Coastal Conservancy for several programs in early 2005. The following programs are anticipated to begin in mid-2005. The following language is excerpted from the Marine Sanctuary's grant proposal:

Task 1: Urban Runoff Technical Trainings & Regional Workshops for Municipal Operations

Funding Request:

- \$32,300 to MBNMS contractor
- Conduct up to twenty technical workshops for municipal officials, managers, and staff focused on urban runoff

Partners:

- Regional Water Quality Control Board
- Municipalities
- California Coastal Commission
- Monterey Bay Area Green Business Group

Relevant Action Plan Strategies:

- Urban Runoff Strategy 2 - Technical Training
Voluntary technical training modules for public works and planning staffs, small business / trades, and construction companies focusing on methods to prevent urban runoff pollution is an effective means of affecting behavioral changes that improve water quality.
- Urban Runoff Strategy - 3 Regional Urban Runoff Management
Area-wide urban runoff management programs are effective at reaching a large audience with a consistent message about stormwater issues and solutions.

Based on positive feedback and results from previous training sessions, the MBNMS seeks to continue and expand outreach efforts. With funds provided by this grant twenty technical training sessions will be provided to local public works staff and field crews, planning personnel, commissioners, developers, and other local agency staff on

³ Date that the BMP will be installed on the site _____ Prepared by (Full Name) _____

⁴ Indicate the page number where the information is located in your SWPPP. If the information is not applicable to your site, construction activities, or construction materials, check the N/A box. Your SWPPP does not have to address items which are not applicable to your situation.

⁵ Date that the BMP will be installed on the site _____ Prepared by (Full Name) _____

⁶ Indicate the page number where the information is located in your SWPPP. If the information is not applicable to your site, construction activities, or construction materials, check the N/A box. Your SWPPP does not have to address items which are not applicable to your situation.

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⁹ Date that the BMP will be installed on the site _____ Prepared by (Full Name) _____

best management practices for urban runoff.

The Urban Runoff Action Plan identifies the need for regionally-coordinated training sessions for urban runoff best management practices targeted to municipal officials and their staffs. Because municipalities often have different organizational structures, these workshops have been designed to fit the specific needs of each municipality. Whenever possible, management and supervisory staff are consulted to develop “tailored” training programs. This ensures that key staff is educated in a format that applies to their specific working situation. To date, several workshops have been held, reaching approximately two-hundred participants. Examples of workshops developed:

General Stormwater Education

- Municipal good housekeeping
- Illicit connection detection

Departmental Level Stormwater Education

- Stormwater for road crews
- Stormwater for sewer crews
- New development / redevelopment stormwater issues and BMPs
- Construction BMPs

Presentations to Commissions and Regulatory Agencies

- New development BMPs for planning commissioners
- Effective and feasible stormwater controls

Funds obtained through this proposal will be used to develop a series of workshops to develop skill-building opportunities to regulatory personnel, commissions, consultants, and developers whose decisions or projects affect coastal resources. Re-development measures initiated under Local Coastal Plans and Phase II NPDES permits along with development pressures on coastal communities and the resulting impacts to coastal resources requires that professionals who make decisions about resource management, or who actively promote projects, have sound information decision making and project design. Each session will have a classroom and field component, and will be designed so that attendees are actively engaged and provided with technically correct and up to date information. Following each workshop an evaluation will be sent out to ensure that participants are receiving useful information that leads to implementation of best management practices.

Task Funding

Funds allocated to this task will be distributed through the Monterey Bay Sanctuary Foundation to fund a MBSF Water Quality Contractor.

Existing matching resources

- MBNMS staff time to promote and prepare logistics for workshops - \$12,800.
- Staff time from agencies and cities who attend workshops - \$84,000.
-

Deliverables

- Feedback surveys from workshop attendees
- Annual reports on the number, location, type (e.g. service sector targeted), and numbers enrolled in each course.

