# City of Soledad
# Storm Water Management Plan

**July 19, 2004**

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## Section 1 – Introduction

This Storm Water Management Plan (SWMP) has been developed pursuant to State and Federal requirements as part of the City of Soledad's National Pollutant Discharge Elimination System (NPDES) Phase II Permit.

This SWMP is a dynamic plan and is intended to protect storm water quality by contributing to the prevention of pollutants entering the City's storm water system. Pollution prevention will be accomplished through the implementation of Best Management Practices (BMP) that address the six Minimum Control Measures listed in the NPDES Phase II General Storm Water Permit. The effectiveness of this SWMP will be evaluated annually based upon the results of measurable goals established for each BMP. The SWMP BMP's may be revised or otherwise adjusted on an annual basis depending on the success of each individual BMP as well as the overall effectiveness of the SWMP.

This SWMP is intended to be effective in pollution prevention to the maximum extent practicable. One of the most cost effective BMP's is education of the general public to the negative effects of storm water pollution and to the relatively simple "everyday" ways pollution prevention can be accomplished.

This SWMP, along with the required Notice of Intent binding the City to the permit requirements, was submitted to the RWQCB staff in San Luis Obispo, CA in advance of the October 27, 2003 deadline.

The plan requires the implementation of six *Minimum Control Measures* (MCMs):

- 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 & Redevelopment, and
- Pollution Prevention/Good Housekeeping for Municipal Operations.

The SWMP is expected to change over time as the goals and effectiveness for all Best Management Practices under each MCM are assessed.

### 1-1 SWMP Organization

- Section 1: Introduction. This section provides the geographical setting, describes the City's existing storm water infrastructure system, and outlines the SWMP development process. This section also includes a list of acronyms and terms used throughout the SWMP.

- Section 2: SWMP History and Regulatory Setting. This section provides the regulatory context in developing the SWMP as part of the Phase II NPDES permit, an explanation of the City's existing storm water protection activities, and a rough timeline for submittal, adoption, and implementation of the SWMP and NPDES Phase II Permit.

- Section 3: Receiving Water Description. This section describes existing watershed characteristics,

and provides an overall review of City of Soledad hydrology that impacts the limits of this permit.

- Section 4: SWMP Management. This section describes the strategy of the City in developing the SWMP, provides an analysis of the existing storm water protection efforts, and describes City's multi-departmental commitment to the effort.

- Section 5: SWMP Best Management Practices. This section provides an overview of the typical Best Management Practices that will serve as the primary tool in directing and implementing a functional SWMP for the City. The Best Management Practices are presented in the Appendix.

- Section 6: SWMP Performance and Effectiveness Evaluation. This section describes the staff survey and effectiveness evaluation of the existing SWMP, and the different phases involved with planning and reporting on an annual basis.

- Appendices

  Appendix A – Notice of Intent to RWQCB

  Appendix B – Plan Boundary Vicinity Map

  Appendix C – Plan Boundary Location Map

  Appendix D – City Organizational Chart

  Appendix E – Minimum Control Measures

## 1-2 Overview of City Setting

Located in the heart of California's Salinas Valley, the city of Soledad is approximately 125 miles south of San Francisco, 85 miles south of San Jose, 24 miles south of Salinas, and 60 miles north of Paso Robles. A vicinity map and location map are included in the appendix.

The City of Soledad is located between the Gabilan mountain range to the east and the Santa Lucia mountain range to the west. To the north, the City of Salinas is the nearest major urban center. The City of Gonzales is located approximately 10 miles to the north and the Cities of Greenfield and King City are south of Soledad. Over the last ten years, the five incorporated cities of the Salinas Valley have shown significant increases in population. Construction of new single-family homes continues at a steady pace as development continues.

The City of Soledad is centered in one of the most productive agricultural areas in the world. The area has often been coined as the "Salad Bowl of the World". Over $2 billion worth of fruits and vegetable are produced and shipped annually in the United States and abroad.

The City of Soledad is one of the fastest growing cities in Central Coast Region of California. According to the current US Census, the population of City of Soledad in the year 2000 was 12,700.

It is to be understood that this SWMP, as written in its current form, pertains only to those areas included within the City's boundaries that the City has jurisdiction over. Areas within the City's jurisdiction but not part of this plan include the Federal and State Prisons, Caltrans Right-of-Way, Soledad Unified School District(s), and County Flood Control Facilities. All of these facilities are required to obtain their own separate NPDES Phase II Storm Water permits from the Regional Water Quality Control Board. The

boundary areas are described pictorially in the Plan Boundary Vicinity Map and the Plan Boundary Location Map located in the Appendix.

## 1-3 SWMP Development Process

The SWMP has been developed from the combined efforts of various City staff. The departments included in the SWMP development and implementation are:

1) Public Works,
2) Community Development (Planning and Building Department), and
3) City Manager's Office.

The first step in the development of this SWMP was the preparation of a questionnaire that was distributed to City staff. The purpose of the questionnaire was to determine:

- The City's existing storm drainage infrastructure system
- The functional responsibilities of each department
- Any overlap of responsibilities between departments
- The legal authority of each department
- The existing activities that may be used toward BMP implementation.

The second step included meeting with City staff and providing the background of the NPDES Permit, why the City is required to have such a permit, and what is required of the City under such a permit. The six different Minimum Control Measures were described, along with examples of Best Management Practices related to these control measures. The information provided to City staff stimulated input about existing programs and systems already in place that could be incorporated into the SWMP.

The questionnaires were collected, interviews performed, and with the information provided by City staff, the SWMP was organized and disseminated and developed. Furthermore, the RWQCB was contacted to obtain feedback on permit requirements. The SWMP was then distributed to City Staff for their review and comment.

Once a draft was finalized, the SWMP was presented to the City Council at their October 15, 2003 Regular Meeting for adoption. Council approved the draft SWMP and gave staff administrative authority to execute the final draft for submission to the RWQCB. City Staff forwarded the SWMP and the NOI onto RWQCB Staff.

## 1-4 Acronyms and terms

| | |
|---|---|
| AMBAG | Association of Monterey Bay Area Governments |
| BMPs | Best Management Practices – Physical, structural, and/or managerial practices that, when used singly or in combination, prevent or reduce pollution of storm water |
| City | City of Soledad |
| CASQA | California Storm Water Quality Association |
| CWA | Clean Water Act – Phase I and Phase II NPDES programs fall under this legislation |
| EPA | United States Environmental Protection Agency |
| MCM(s) | Minimum Control Measure(s) – Measures required under the NPDES Permit for storm |

| | |
|---|---|
| | water management and protection |
| Measurable Goals | Definable tasks or accomplishments associated with implementing best management practices |
| MEP | Maximum Extent Practicable – Standard of evaluating permit compliance |
| MG | Measurable Goal |
| MS4 | Municipal Separate Storm Sewer System |
| NPDES | National Pollutant Discharge Elimination System – Section 404 of the Federal Clean Water Act |
| NOI | Notice of Intent – Agreement of an entity's intention to apply for an NPDES Permit |
| Phase II | Second stage of State and Federal storm water permit regulations |
| Plan | Document providing organization, management activities, goals, strategy and direction for the activities associated with this effort |
| PW | Public Works |
| RWQCB | Regional Water Quality Control Board |
| SCOPE | Soledad Community Outreach Preservation Eduction |
| SWMP | Storm Water Management Plan – Required to accompanies NPDES Permit application under State and Federal regulations |
| SWPPP | Storm Water Pollution Prevention Plan |
| SWRCB | State Water Resources Control Board |

## Section 2 – SWMP History & Regulatory Setting

### 2-1 Regulatory Background

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 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 serving populations greater than 25,000 and less than 100,000 and operators of small construction sites disturbing 1 acre or more, through the use of NPDES permits, to implement programs and practices to control polluted storm water runoff.

The Phase II NPDES Program is intended to reduce 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.

Storm water discharges are a concern because of the concentration of pollutants found in these discharges. Development in urbanized areas substantially increases impervious surfaces, such as roofs, streets, driveways, parking lots, and sidewalks, on which pollutants from concentrated human activities settle and remain until a storm event washes them into nearby storm drains.

Common pollutants include heavy metals, pesticides, fertilizers, oils, litter, and sediment. Another concern is the illicit connections of sanitary sewers, which can result in fecal coliform bacteria entering the storm sewer system. Storm water runoff picks up and transports these and other harmful pollutants, then discharges to waterways via storm sewer systems. These discharges can result in fish kills, 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.

Runoff from construction sites is a water quality concern because of the devastating 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, construction activities yield pollutants such as pesticides, petroleum products, construction chemicals, solvents, asphalts, and acids that can contaminate storm water runoff.

During storms, construction sites may be the source of sediment-laden runoff, which can overwhelm a small stream channel's capacity, resulting in streambed scour, stream bank erosion, and destruction 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 Permit contains the following six program elements to reduce pollutant run-off, termed "Minimum Control Measures," listed as follows:

MCM 1. Public Education and Outreach on Storm Water Impacts

MCM 2. Public Involvement/Participation

MCM 3. Illicit Discharge Detection and Elimination

MCM 4. Construction Site Storm Water Runoff Control

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

MCM 6. Pollution Prevention/Good Housekeeping for Municipal Operations

The SWMP will address each of these six MCMs and will provide an outline of how the City of Soledad intends on satisfying them (see Section 5).

## 2-2 Prior Drainage Studies

The City of Soledad has no formalized storm water quality plan or program developed or implemented, to date, given its predominantly agricultural/rural population and geography. Even though there is no formalized SWMP in place at the City, there are many activities performed by the City that directly or indirectly aim to manage and protect storm water quality. The City has reviewed its existing program to determine if:

- Current practices are satisfactory as stand-alone BMPs,
- Enhancement of an existing practice is required to serve as a BMP, or
- New/additional BMPs will be required.

Through the SWMP development process it was determined that the City has many existing BMPs already in place that protect storm water quality.

## 2-3 SWMP

The SWMP developed for the City is a working, living document intended to direct and support City staff with *Best Management Practices (BMPs)* that will protect storm water quality. This SWMP accompanies the Notice of Intent (NOI), which was presented to the City Council for adoption in October 2003. The NOI and SWMP will be formally submitted to the RWQCB immediately after staff approval.

Implementation of the SWMP is to become effective immediately; with the implementation schedule that is developed herein laid out such that the City departments will be able to organize and develop most new BMPs within the first and second years of the SWMP's term. During the first and second years, the City will continue with their existing storm water management and protection activities, and implement reporting and documentation practices thereof. Many new programs will be explored both internally and with outside entities, and logistics of these programs will be determined. Once these programs are set in place, their associated financial requirements and obligations will be determined. The City will then re-evaluate the impacts each BMP will have on the City's budget, and any necessary accommodations or adjustments

to the budget may be made. Measures of BMP effectiveness will occur in advance of each annual report. Each year City staff will be surveyed to suggest or call attention to what changes, if any, should to be made to the plan, dependent upon several criteria (see Section 6 for a comprehensive listing of criteria). The MCM Task Manager, or individual assigned to be the City's SWMP liaison to departmental staff and the RWQCB, will compile the feedback received from each department, review the criteria, review current State and Federal Regulations against those applied to the SWMP, and outline necessary alterations to the SWMP.

Any necessary changes in the scope or direction of this SWMP will be proposed to the RWQCB, by the City, during the annual reporting process as part of the permit's report requirements. Otherwise, the City will modify the SWMP as necessary so that it remains an efficient, cost effective, and practicable document.

By the end of the five year permit term, the City expects to have a comprehensive, practical, and effective SWMP that may be utilized to begin the next five year term under NPDES Phase II permit regulations.

It is important to mention the potential impact to pollution reduction other agencies or entities may have within the City. These include:

- State of California (State highways and any State owned drainage facilities)
- Soledad Unified School District
- Union Pacific Railroad
- Soledad Federal Prison
- Salinas Valley Correctional Facility
- Monterey County Water Resources Agency

## Section 3 – Receiving Water Description

Watershed characteristics of the City of Soledad vary with the surrounding terrain and topography. The City is located in the central Salinas Valley along the eastern bank of the Salinas River on a flat alluvial plain at 190 feet elevation between the Santa Lucia Mountain Range to the west (approximately 3,000 ft) and the Gabilan Mountain Range to the east (approximately 2,400 ft). The majority of the watershed area consists of gently sloping terrain, which gives way to rolling foothills to the north.

The principal watercourses in the area are the Bryant Canyon Channel and the Salinas River. These waterways flow northwest through the Salinas Valley to join the Monterey Bay near the town of Castroville, approximately thirty-five miles north of the City.

### 3-1 Drainage Basins

The watersheds surrounding the City consists of three major drainage basins:

- The Moranda Basin,
- The Bryant Canyon Basin, and the
- Metz Road/Greenleaf Estates Basin.

From these basins, flow enters the city via the Bryant Canyon Channel, or through surface flow. Once

inside the city limits, an array of basins and sub-basins describe the contribution of flow into the respective trunks of the storm drain system. Below is a summary of all of the basins (inside and outside of the City limits).

| **Basin** | **Sub-basin** |
|---|---|
| Central Basin | West Street |
| | Front Street |
| | Andalucia |
| Caltrans Basin | |
| Los Coches Basin | |
| San Vicente | Vista Soledad Subdivision |
| | Western Front |
| | Braga |
| | Offsite through Section 16 from 3, 10, and 15 |
| Moranda | Offsite through Section 16 from 3, 10, and 15 |
| Bryant Canyon | Bryant Canyon |
| | Hambey |
| Metz Road / Greenleaf Estates | |
| Munras Street - Johnson Drive | |
| UPRR/Cooperative St. Elena | |

## 3-2 The City's Drainage Facilities

The City's drainage facilities include three open channels, detention and retention basins, and a storm drainage system.

OPEN CHANNELS
The three open channels include:

1. Bryant Canyon channel – maintained by the Monterey County Water Resources Agency.
2. Southerly channel along U.S. Route 101 near the Salinas River – maintained by Caltrans.
3. Westerly channel along San Vicente Road – maintained by the City.

Both the Bryant Canyon channel and the Southerly channel discharge into the Salinas River, and both channels are under the jurisdiction of agencies other than the City. The Westerly channel ultimately reaches the City's wastewater plant, which then flows to the Salinas River, however, any back flow to the channel is retained in a very large retention basin between U.S. Route 101 and the railroad tracks.

DETENTION AND RETENTION BASINS
Along with a few large detention basins, there are a few interim ditches, swales, and detention ponds in the City. These facilities direct and detain runoff between subdivision phases and will be replaced by standard facilities when improvements to the subdivisions are completed. The large detention basins are located as follows:

1. The northwest corner of Gabilan Drive and Prado Street in the California Highlands Subdivision.

2. Between U.S Route 101 and the Union Pacific Railroad Tracks in the southwestern portion of the City.
3. The northeast corner of Gabilan Drive and San Vicente Road.
4. South of Goldenrod Street at San Vicente Road.
5. At the southerly end of Gabilan Drive, just east of the City limits.
6. The end of the 60" RCP, west of U.S Route 101 at the wastewater treatment plant. This detention pond also serves as a percolation field. The capacity is sufficient to accommodate heavy flows, but may discharge to the river when precipitation exceeds roughly 2.5 inches of rain per hour. In such cases, a flapper valve is triggered to open when the water level reaches overflow level and pressure increases. Only in these cases does storm water release into the Salinas River.

STORM DRAINAGE SYSTEM

The storm drainage system is composed of reinforced concrete pipe ranging in size from 8" to 60". Flows west of West Street are collected on San Vicente Road and are conveyed to a retention pond. Flows east of West Street to Oak Street are collected in a 60" storm drain that discharges to a percolation field. Flows east of Oak Street to Third Street are collected in a 42" storm drain that enters the Caltrans culvert. Flows east of Third Street and above the UPRR are conveyed to the County's Bryant Canyon channel. And lastly, flows below the UPRR in the southern corner of the City are collected in a 42" storm drain that discharges directly to the Salinas River.

## 3-3 Storm System Development History

In the early 1970's, the Bryant Canyon Channel, the 60-inch storm drain from Front Street to the Wastewater Treatment Plant, and the Vosti Park forty-two inch storm drain through Vosti Park to the Caltrans Channel were constructed by the Monterey County Water Resources Agency. No major flood control projects were completed until the construction of the Les Coches Industrial Park and associated drainage facilities in 1986. In 1998, a portion of the trunk main west of West Street in Gabilan Drive and the western Front Street Sub-basin improvements were constructed. In 2003, a new alignment from the Bryant Canyon Channel was constructed.

## 3-4 Flood History

The climate of the region is characterized by tepid, windy summers and cool, moist winters. The mean annual precipitation averages about 12 inches, with most of the precipitation occurring during the period from October through May. With these modest annual averages, flooding is rare. In peak conditions, it is more likely for the Bryant Canyon Channel to flood than the Salinas River, as occurred during the 100-year storm events in 1995 and 1998. In 2003, the City added a new alignment to alleviate the Bryant Canyon Channel problem, and expects future floods not to exceed the drainage capacity of the City.

## 3-5 Groundwater Resources

The water supply for the Central Salinas Valley is almost exclusively derived from groundwater. The existence of groundwater is the result of water percolating into alluvial materials and porous geologic structures.

Infiltration in the Salinas River channel is the principal source of groundwater recharge for the Salinas Valley groundwater basin. The recharge area is generally believed to end at a point between Chualar and Salinas. Both natural runoff and conservation releases from Nacimiento and San Antonio Reservoirs contribute to the flow in the Salinas River. Infiltration from other smaller tributaries that drain the highland

areas also provide recharge to the groundwater basin. The down-valley movement of this subsurface water is essential to the containment of saltwater intrusion into the Pressure sub-area. Higher elevations tend to have little potential for groundwater recharge due to either shallow or non-existent soils and steep slopes. These same characteristics pose problems for septic suitability and limit water availability.

Groundwater consumption in the Salinas Valley has increased over time as the amount of valley croplands under irrigation has continued to increase annually. Continued residential, commercial and industrial development has also increased groundwater consumption, but with agriculture accounting for at least 90% of the area's water consumption, demand generated by these sources has been relatively small. Agricultural and urban consumers are now using more water than is recharged annually, resulting in a groundwater overdraft.

## 3-6 Water Quality

Water quality is a significant factor in water supply because it determines what uses available water is suited for. The three primary consumers of water in the Central Salinas Valley are agricultural, residential, and commercial uses. Depending on the type and degree of contamination, certain uses may not be viable when water supplies become degraded. Water unfit for drinking may often be acceptable for irrigation, but because water supplies in the City are drawn from the same groundwater basins as irrigation water, the quality of groundwater must be maintained at drinking water standards. This importance is reaffirmed by the fact that water resources are limited. Once a water supply is contaminated it cannot be easily replaced. Maintenance of groundwater quality is also necessary because of the hydrologic continuity of the Salinas Valley sub-basins. Contamination of one sub-basin may lead to contamination of others.

The County Health Department, which is responsible for water systems with 2 to 200 connections, has been routinely monitoring all water systems in the Central Salinas Valley for primary and secondary drinking water standards, as well as bacteriological standards. All water systems of 200 or more connections are permitted and monitored by the State Department of Health Services.

The City recognizes that the Salinas River is listed on the Federal EPA's 303d list of impaired water bodies for pesticides, salinity/TDS/chlorides, and sediment/siltation (Section 303d of the CWA). The City acknowledges that it will convey applicable Total Maximum Daily Load (TMDL) implementation requirements and required revisions of the SWMP as appropriate upon the Regional Board's TMDL adoption.

Upon closer inspection of the non-point source activities and/or operations that would produce the pollutants of concern listed in Section 303d of the CWA, the City believes that the high loading of pesticides in the Salinas River originates from the agricultural lands that surround the City limits. Further, the salinity/TDS/chloride loading is a common byproduct of wastewater treatment plant point-source discharges, of which there are no such discharges known to exist in the vicinity. (There is a wastewater treatment plant located west of Soledad and adjacent to the Salinas River, although the discharge from this plant enters into a large percolation field and no point-source flows reach the river, deeming it more a non-point source than a point-source. This treatment plant operates under its own NPDES permit.) The City recognizes that pollutants of concern in common urban runoff may include sediments, non-sediment solids, nutrients, pathogens, oxygen-demanding substances (i.e. biochemical oxygen demand), petroleum hydrocarbons, heavy metals, floatables, polycyclic aromatic hydrocarbons (PAHs), trash, and/or pesticides and herbicides.

The City proposes to target pollutants of concern common in urban runoff through two methods. The first method is to implement control measures/BMPs through public outreach, education, participation,

involvement, and City staff training to effectively communicate to target audiences associated with these pollutants of concern. Further, the City will develop, implement, and enforce control measures specific to construction activities and post-construction storm water runoff that will aim to reduce erosion, sediment, and chemical waste from the City's storm system. The second method for targeting pollutants specific to the City's storm water runoff involves analyzing the pollutants found in the debris entering the storm drain system. The City will conduct chemical testing of the debris collected from catch basin cleaning efforts, which will yield sound information on the types and quantities of pollutants the City is actively preventing from entering their system, thus reducing the pollutants actually introduced into the Salinas River. The City will also use this information to better direct their outreach efforts to both the public and City Staff, and to improve the efficiency of selected BMPs developed to target specific pollutants of concern. The BMPs associated with these two methods of targeting pollutants of concern common in urban runoff are further described in Section 5-3 – "Storm Water Management Plan – Best Management Practices" herein.

## 3-7 Beneficial Uses of Receiving Water

Pursuant to Chapter 2 of the Regional Water Board's Water Quality Control Plan (Basin Plan), the Salinas River is identified as having fourteen categorical beneficial uses as follows:

Municipal and Domestic Supply (MUN)
Uses of water for community, military, or individual water supply systems including, but not limited to, drinking water supply. According to State Board Resolution No. 88-63, "Sources of Drinking Water Policy" all surface waters are considered suitable, or potentially suitable, for municipal or domestic water supply except where:

a. TDS exceeds 3000 mg/l (5000 uS/cm electrical conductivity);
b. Contamination exists, that cannot reasonably be treated for domestic use;
c. The source is not sufficient to supply an average sustained yield of 200 gallons per day;
d. The water is in collection or treatment systems of municipal or industrial wastewaters, process waters, mining wastewaters, or storm water runoff; and;
e. The water is in systems for conveying or holding agricultural drainage waters.

Agricultural Supply (AGR)
Uses of water for farming, horticulture, or ranching including, but not limited to, irrigation, stock watering, or support of vegetation for range grazing.

Industrial Process Supply (PROC)
Uses of water for industrial activities that depend primarily on water quality (i.e., waters used for manufacturing, food processing, etc.).

Industrial Service Supply (IND)
Uses of water for industrial activities that do not depend primarily on water quality including, but not limited to, mining, cooling water supply, hydraulic conveyance, gravel washing, fire protection, or oil well repressurization.

Ground Water Recharge (GWR)
Uses of water for natural or artificial recharge of ground water for purposes of future extraction, maintenance of water quality, or halting of saltwater intrusion into freshwater aquifers. Ground water recharge includes recharge of surface water underflow.

Water Contact Recreation (REC-1)
Uses of water for recreational activities involving body contact with water, where ingestion of water is reasonably possible. These uses include, but are not limited to, swimming, wading, water-skiing, skin and scuba diving, surfing, white water activities, fishing, or use of natural hot springs.

Non-Contact Water Recreation (REC-2)
Uses of water for recreational activities involving proximity to water, but not normally involving body contact with water, where ingestion of water is reasonably possible. These uses include, but are not limited to, picnicking, sunbathing, hiking, beachcombing, camping, boating tidepool and marine life study, hunting, sightseeing, or aesthetic enjoyment in conjunction with the above activities.

Commercial and Sport Fishing (COMM)
Uses of water for commercial or recreational collection of fish, shellfish, or other organisms including, but not limited to, uses involving organisms intended for human consumption or bait purposes.

Warm Fresh Water Habitat (WARM)
Uses of water that support warm water ecosystems including, but not limited to, preservation or enhancement of aquatic habitats, vegetation, fish, or wildlife, including invertebrates.

Cold Fresh Water Habitat (COLD)
Uses of water that support cold water ecosystems including, but not limited to, preservation or enhancement of aquatic habitats, vegetation, fish or wildlife, including invertebrates.

Wildlife Habitat (WILD)
Uses of water that support terrestrial ecosystems including, but not limited to, preservation and enhancement of terrestrial habitats, vegetation, wildlife (e.g., mammals, birds, reptiles, amphibians, invertebrates), or wildlife water and food sources.

Rare, Threatened, or Endangered Species (RARE)
Uses of water that support habitats necessary, at least in part, for the survival and successful maintenance of plant or animal species established under state or federal law as rare, threatened, or endangered.

Migration of Aquatic Organisms (MIGR)
Uses of water that support habitats necessary for migration or other temporary activities by aquatic organisms, such as anadromous fish.

Spawning, Reproduction, and/or Early Development (SPWN)
Uses of water that support high quality aquatic habitats suitable for reproduction and early development of fish.

The aforementioned beneficial uses have been recognized by the City, and the control measures/BMPs set forth in Section 5-3 have been developed in an effort to ensure the continuance of the River's beneficial uses by reducing pollution in storm water discharges to the MEP. The City's ultimate goal in developing, implementing, and where applicable, enforcing the BMPs set forth in this SWMP is to protect water quality standards of the Salinas River by determining that discharges from their storm sewer system do not contribute to an exceedance of these water quality standards. Should an exceedance of water quality standards persist even after diligent implementation of the SWMP, the City will comply with the iterative process outlined in Attachment 4 of the General Permit in an effort to prevent or reduce any pollutants that are causing or contributing to this exceedance through new and/or modified BMPs.

## Section 4 – SWMP Management

### 4-1 SWMP Strategy

The purpose of the City of Soledad SWMP 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 (MS4s) 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 SWMP.

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

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

As described in Section 2, City of Soledad has been diligent in collecting material and encouraging input from departmental staff. Through interviews and informational gatherings, BMPs have been developed that are the most applicable and/or appropriate to meet the stipulated regulations. Some of these BMPs are practices currently employed by the City, some are amended practices, and others are new practices that have been developed with the input and considerations of departmental staff.

Enforcement of certain BMPs is already, in large part, in place. The process will be more formalized, in that documentation and follow-up will be instituted in some cases. Certain measures are already taken by departmental staff to encourage compliance through the permitting process. Enforcement will also come through ordinance(s) already in place under the City's Municipal Code, as well as future ordinances if the City decides this level of regulation is necessary.

For each BMP developed under the six MCMs, measurable goals and associated timelines to attain the associated goals have been prescribed. Mechanisms have been developed wherein BMP effectiveness may be tracked and measured; for example, when illicit discharges are called in and documented in the City GIS system. The number of calls or notifications through the hotline may be measured, and the areas where discharges have occurred may be documented.

The SWMP will be reviewed for effectiveness on an annual basis (or as necessary) over the Permit term of five years based upon staff surveys and BMP effectiveness assessments. Additionally, there may be annual Community Vision Workshops wherein the public can provide their input and feedback on the existing SWMP as well as any recommendations for enhancement.

### 4-2 City of Soledad City Department Organization

Many different City departments are associated with the development and implementation of this SWMP.

Central to this SWMP are the following departments and divisions and their function as it pertains to the SWMP:

**The Public Works Department** provides a variety of services related to:

- Operation and maintenance of City roads, parks and buildings,
- Land development plan review and construction inspection and,
- Utilities (water, sewer, solid waste and storm drainage).

The City of Soledad Public Works Department maintains, repairs, and resurfaces all roads within the City except for private roads and State highways. The Public Works Department is also responsible for operating and maintaining all City facilities, including the City's Corporation Yard, Parks, Vehicle Fleet, Water System and Wastewater Treatment Plant.

The Public Works Department reviews and inspects all residential and commercial development projects to ensure compliance with City standards, permit conditions and project plans.

**Community Development Department:** The Community Development Department promotes the effective, efficient, aesthetic use of land for present and future generations of City residents and visitors. The Community Development Director is charged with the preparation and updating of a comprehensive, long-term, General Plan for the land use and physical development of the City and for the execution of this plan.

The department's work includes zoning and subdivision enforcement within the City, plus the development of specific long-range area planning. The Community Development Department is responsible for administration of the California Environmental Quality Act.

An Organizational Chart is included in the Appendix to show the existing City framework.

## 4-3 Organizational Chart

Certain existing activities performed by City staff play a part in reducing storm water pollution to the MEP and eliminating prohibited non-storm water discharges. These activities, broken down by department, include the following:

- **Public Works Department**
    - Plan check fees & grading permits: The City has an existing process that allows for review of grading plans and issuing of grading permits. This existing process addresses construction site runoff control, utilizing existing published materials (CASQA handbooks) for BMP criteria and selection on a case-by-case basis. The City will enhance its current program by offering a model Storm Water Pollution Prevention Plan (SWPPP) to be used as a guidance document for designers. All construction sites greater than or equal to one acre will require an acceptable SWPPP be approved by the City prior to issuance of a grading permit. Further, the City will require compliance with implementing and maintaining the erosion and sediment controls outlined in the SWPPP through inspections and stepped enforcement procedures. Enforcement will be part of the grading permit inspection and building permit inspection process, covered under a new Storm Water Ordinance.

- Development Plan Review: The City currently relies upon published BMP design standards and technical criteria from the California Storm Water Quality Association (CASQA) handbooks and materials offered through the Association of Monterey Bay Area Governments (AMBAG). The BMPs outlined in these reference materials are required to be adhered to by Developers, and the City's Planners and Development Plan Reviewers currently follow these published guidelines when conducting their work. To be incorporated into the City's development plan review process will be the specific Design Standards and Priority Project Category Provisions of Attachment 4 of the General Permit. The Attachment 4 design standards are applicable to the following categories:
  - Single-Family Hillside Residences
  - 100,000 Square Foot Commercial Developments
  - Automotive Repair Shops
  - Retail Gasoline Outlets
  - Restaurants
  - Home Subdivisions with 10 or more housing units
  - Parking lots 5,000 square feet or more with 25 or more parking spaces and potentially exposed to storm water runoff

  In the case of design standards and technical criteria for any of the above-listed categories, Attachment 4 will dictate over other published reference materials. Otherwise, each site is reviewed on a case-by-case basis for acceptable post-construction storm water runoff BMPs.

- Sewage Spill Response: When called upon by the City's Emergency Services, this Department is responsible for responding to sewer line back-ups and breaks in existing sewer lines. Furthermore, this department works in conjunction with the Fire Department should sewer backup run-off into the storm drainage system.

- Corporation Yard: The City's Public Works Department is in charge of the City's Fleet Services which functions as a repair and vehicle cleaning facility. Existing waste oil, antifreeze and other liquid waste are disposed of routinely by hauling the pollutants offsite through qualified contracted companies.

- City Cleanups: Continue working with existing community volunteers through the Soledad Community Outreach Preservation Education (SCOPE) program. This program, which provides city wide clean up efforts, uses volunteers to clean storm drainages, pick up litter on sidewalks, curbs and gutters, and paint over graffiti. This program is scheduled to perform these duties on a quarterly basis.

- Signing and Striping Program: The City currently conducts signing and striping on an annual basis. Not only does this include parking striping but also this program is going to be expanded to include painted signage on storm drain outlets. Furthermore, the City will implement a program whereby staff will require ~~home~~ developers to paint said signage on storm drain outlets prior to acceptance of the improvements.

- Web Design: The City of Soledad currently operates and maintains a City website with a Public Works web page. Through a newly developed web portal, information, graphics, and the SWMP will be available for all to download. Additionally, individuals will be able to file complaints on violators on-line and stay anonymous.

- Information with Utility Bills: City utility bills are generated and sent out monthly. Storm Water information will be included with some bills educating the public on ways to prevent pollutants from entering into the storm drain system. The information will be sent out on a quarterly basis.

- **Community Development Department**

  - Public Outreach Programs: There is an existing program that reaches out to area schools on various topics. Through the SCOPE program, the City code enforcement officer makes presentations to various classrooms informing them of the projects and its benefits to the community. Other organizations such as the Salinas Valley Solid Waste Authority also provide information on sites where recycled material such as oil and tires can be delivered. Again the intent is to educate the public not to dump in the Storm Drain.

  - Illegal Dumping: There is an existing City program that recognizes that illegal dumping is a problem that needs to be addressed on a systematic basis. Complaints are currently logged, however repeat violators need to be tracked.

- **Fire Department**

  - Hazardous Materials Spill Response: The Fire Department currently responds to all hazardous material spills as required by State and Federal laws. In conjunction with the Department of Health and the Public Works Department hazardous material spills are recorded and addressed.

The MCM Task Manager will be the point of contact within the City for Staff to report to on their progress with BMP implementation and effectiveness. The Task Manager will be the Public Works Director. Staff responsible for implementation of associated BMPs are listed in the MCM Table of BMPs found in Appendix E.

## 4-4 SWMP Best Management Practices and Measurable Goals

The BMPs that have been developed for the City, although extensive, represent viable activities specific to the City's needs. Each BMP has a measurable goal that offers the City a tangible means of evaluating BMP effectiveness.

Reference is made to the BMP Table found in Appendix E, which lists respective practices and associated measurable goals.

## 4-5 Implementation and Interaction with Other Agencies

As shown on the BMP Table in this section, certain BMPs are to be a cooperative effort between City of Soledad and other agencies. Consistent with the regulatory intentions of the SWMP, community awareness, commitment, and contributions are necessary for a successful storm water program. The most effective way to accomplish community involvement is to broaden and enhance outreach activities via pooling resources, ideas and experience of other organizations, whether municipal, civic, volunteer, or otherwise. This SWMP attempts to achieve such collaboration whenever appropriate or applicable.

## 4-6 Legal Authority

There are various resources that may provide legal authority to enforce the SWMP. Such resources include the Federal CWA, the California Water Code, CEQA, Subdivision Map Act, and the City Municipal Code. Specific to this NPDES permit is the City Storm Water Ordinance that is currently being developed. This Ordinance will provide the City with an enforcement mechanism addressing three main areas for protecting storm water quality. These areas include:

- Prohibiting non-storm water discharges into the City's storm sewer system. (See BMP 3.5, Appendix E.)
- Requiring erosion and sediment controls from construction site stormwater runoff and ensuring compliance in implementing these controls. (See BMP 4.1, Appendix E.)
- Addressing post-construction stormwater runoff from new- and re-development areas. (BMP 5.4, Appendix E.)

The City intends on writing the ordinance without specific references to requirements of the State's General Storm Water Permit so that the most recent Permit requirements will always govern under the ordinance. The ordinance will then default to adherence to the City's procedures and standards that are developed in connection with the Storm Water Management Plan and intended to act as the City's enforcement mechanism as addressed in the City Ordinance.

Aside from the formal, legal resources listed herein, the City intends on continuing enforcement practices at the ground level, such as stopping construction or withholding permits until compliance is reached.

### 4-7 Enabling and Tracking SWMP Progress

Attention is again directed to the MCM Table in this section that provides an outline of each BMP with its prescribed implementation schedule. The measurable goals and implementation schedule are designed to promote progress toward effectively satisfying a portion of one or more MCMs. For example, report generation and queries are incorporated into certain BMPs such that these reports and associated data may be reviewed on an annual basis.

The BMP Table will be used as a tool by department staff and the MCM Task Manager for annual planning and reporting activities.

## Section 5 – SWMP Best Management Practices

### 5-1 Introduction

What is provided in this section is the basis of development for this SWMP. The table that has been prepared outlines all activities and practices that are designed to fulfill each MCM. It should be noted that some BMPs are not easily quantifiable or predictable, although a concerted effort has been made toward developing ways to measure their effectiveness.

### 5-2 Minimum Control Measures

Under Permit requirements, the SWMP is to, "Describe BMPs, measurable goals, and timetables for implementation in the following six program areas (Minimum Control Measures):"

*MCM-1: Public Education and Outreach on Storm Water Impacts*
Per Permit requirements, this MCM states that, "The Permittee must educate the public in its

permitted jurisdiction about the importance of the storm water program and the public's role in the program."

*MCM-2: Public Involvement/Participation*
Per Permit requirements, this MCM states that, "The Permittee must comply with all state and local notice requirements when implementing a public involvement/ participation program."

*MCM-3: Illicit Discharge Detection and Elimination*
Per Permit requirements, this MCM states that, "The Permittee must adopt and enforce ordinances or take equivalent measures that prohibit illicit discharges. The Permittee must also implement a program to detect illicit discharges."

The definition of an illicit discharge is any discharge to a municipal separate storm sewer that is not composed entirely of storm water except discharges pursuant to a NPDES permit (other than the NPDES permit for discharges from the municipal separate storm sewer) and discharges resulting from fire fighting activities. Illicit discharges constituents or pollutants of concern include the following: oil & grease, suspended solids, metals, gasoline, pesticides, and pathogens.

Certain discharges are considered as allowable non-storm water discharges, and are therefore deemed as authorized discharges. The following types of discharges or flows are authorized unless are determined to be significant contributors of pollutants:

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 Sec. 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 care washing
16. Flows from riparian habitats and wetlands
17. Dechlorinated swimming pool discharges

The City will develop a plan to review the above-listed non-storm water discharges to identify which, if any, constitute a pollution source that should be prohibited or regulated. Once the individual discharges are reviewed and designated as, "significant" or "non-significant," the City will report on the basis for their designations and findings to the RWQCB in the annual report for permit year 5. Upon consideration of the City's findings, the RWQCB Executive Officer may determine that certain of these non-storm water discharges are significant sources of pollutants to waters of the State or physically interconnected MS4, or that the discharges threaten water quality standards, at which point the City will be notified and the said discharge(s) would be removed from this non-storm water discharge list. Further, the City would then develop BMPs that will prohibit

or reduce those specific discharges to the MEP.

*MCM-4: Construction Site Storm Water Runoff Control*
Per Permit requirements, this MCM states that, "The Permittee must develop a program to control the discharge of pollutants from construction sites greater than or equal to one acre in size within its permitted jurisdiction. The program must include inspections of construction sites and enforcement actions against violators."

*MCM-5: Post-Construction Storm Water Management in New Development & Redevelopment*
Per Permit requirements, this MCM states that, "The Permittee must educate the public in its permitted jurisdiction about the importance of the storm water program and the public's role in the program."

*MCM-6: Pollution Prevention/Good Housekeeping for Municipal Operations*
Per Permit requirements, this MCM states that, "The Permittee must examine its own activities and develop a program to prevent the discharge of pollutants from these activities. At a minimum, the program must educate staff on pollution prevention, and minimize pollutant sources."

### 5-3 Storm Water Management Plan – Best Management Practices

Please see the table in Appendix E.

## Section 6 – SWMP Performance and Effectiveness Evaluation

### 6-1 Staff Survey and Effectiveness Evaluation

An annual survey will be distributed to department staff for feedback on each BMP and its effectiveness. The staff survey & effectiveness assessment will solicit the following important information:

- Efficiency: Is the BMP set up appropriately for City staff? Is there a better way of tracking/reporting? Is there a more appropriate staff person to handle part or all of the BMP responsibilities?

- Cost effectiveness: A rough cost-benefit analysis for each BMP scrutinized by staff, the public, or a regulatory agency will be encouraged so that determinations may be made as to what, if any, changes should be made.

- Financial Feasibility: Is the BMP utilizing too much of the City's resources? Is there an alternative BMP that would be more appropriate?

- Technical Feasibility: Is the BMP technically feasible considering existing software/computer systems, participation from outside organizations, etc.?

- Public Acceptance: Does the BMP have public acceptance?

- Implementation: Is the BMP implementation schedule adequate/ appropriate or will the schedule need to be modified? Why?

- Pollutant Removal: Is the BMP effective in protecting storm water quality?

- Regulatory Compliance: Is the BMP compatible with environmental regulation?

## 6-2 Annual Planning and Reporting

Annual planning will be performed in the following manner:

1) Surveys will be distributed and subsequently collected by MCM Task Manager.
2) Department surveys will be reviewed and evaluated by MCM Task Manager.
3) Reports for tracking various BMPs will be generated, collected, and provided to MCM Task Manager.
4) Each BMP will be evaluated against the feedback received, and each BMPs perceived effectiveness, actual effectiveness, financial impact, etc. will be assessed.
5) Meetings will then be set up with the MCM Task Manager and department staff to discuss where certain BMPs should be modified, and why.
6) The SWMP will be modified by MCM Task Manager where necessary.

Annual reporting to the RWQCB is necessary to:

- Document where the City actually is versus where the implementation schedule shows them to be,
- Provide a revised implementation schedule based upon the previous year's SWMP development and projected year's progress,
- Describe the effectiveness of implemented BMPs and the criterion used for measuring this, and
- Provide a revised SWMP incorporating improvements or modifications to BMPs based upon outcome of annual planning review process

The MCM Task Manager will be responsible for any and all interactions and reporting with the RWQCB.

## Section 7 – Appendices

Appendix A – Notice of Intent to RWQCB

Appendix B – Plan Boundary Vicinity Map

Appendix C – Plan Boundary Location Map

Appendix D – City Organizational Chart

Appendix E – Minimum Control Measures

# Appendix A – Notice of Intent to RWQCB

# Appendix B – Plan Boundary Vicinity Map

# Appendix C – Plan Boundary Location Map

# Appendix D – City Organizational Chart

# Appendix E – Minimum Control Measures

State Water Resources Control Board
NOTICE OF INTENT
TO COMPLY WITH THE TERMS OF THE GENERAL PERMIT FOR
STORM WATER DISCHARGES FROM
SMALL MUNICIPAL SEPARATE STORM SEWER SYSTEMS
(WATER QUALITY ORDER No. 2003 – 0005 -DWQ)

## I. NOI Status

| (Mark only one item) | 1. [x] **New Permittee** | 2. [ ] Change of Information WDID #: |
|---|---|---|

## II. Agency Information

| | | | |
|---|---|---|---|
| A. Agency<br>***City of Soledad*** | | | |
| B. Contact Person<br>***Noelia F. Chapa*** | | C. Title<br>***City Manager*** | |
| D. Mailing Address<br>***P.O. Box 156*** | | E. Address (line 2)<br>***248 Main Street*** | |
| F. City<br>***Soledad*** | State<br>***CA*** | G. Zip<br>***93960*** | H. County<br>***Monterey*** |
| I. Phone<br>***(831) 678-3963 x148*** | J. Fax<br>***(831) 678-3965*** | K. Email Address<br>***citymanager@cityofsoledad.com*** | |
| L. Operator Type (check one):<br>1. [x] **City** 2. [ ] County 3. [ ] State 4. [ ] Federal 5. [ ]Special District 6. [ ] Government Combination | | | |

## III. Permit Area

***City of Soledad***

## IV. Boundaries of Coverage (Include a site map with the submittal)

***Areas within City limits excluding the Soledad Federal Prison, Salinas Valley State Prison, Soledad Unified School District, Caltrans R/W (SR 101 and SR 146), Union Pacific Railroad and Bryant Canyon Channel (owned and maintained by Monterey County Water Resources Agency).***

## V. Billing Information

| | | | |
|---|---|---|---|
| A. Agency<br>**City of Soledad (use above contact info)** | | | |
| B. Contact Person<br>Same as above | | C. Title<br>Same as above | |
| D. Mailing Address<br>-- | | E. Address (line 2)<br>-- | |
| F. City<br>-- | State<br>CA | G. Zip<br>-- | H. County<br>-- |
| I. Phone<br>-- | J. FAX<br>-- | K. Email Address<br>-- | |
| L. Population<br>Fee | **12,700**<br>**$3,700** | | |

**VI. Permit Type**

1. [x] Applying for Individual General Permit Coverage

2. [ ] Applying for a permit with one or more co-permittees

| The undersigned agree to work as co-permittees in implementing a complete small MS4 storm water program. The program must comply with the requirements found in Title 40 of the Code of Federal Regulations, parts 122.32. Attach additional sheets, if necessary. Each co-permittee must complete a NOI. | |
|---|---|
| Lead Agency | Signature |
| Agency | Signature |
| Agency | Signature |
| Agency | Signature |

3. [ ] Separate Implementing Entity (SIE)

| | | | |
|---|---|---|---|
| A. Agency | | | |
| B. Contact Person | | C. Title | |
| D. Mailing Address | | E. Address (line 2) | |
| F. City | State CA | G. Zip | H. County |
| I. Phone J. FAX | | K. Email Address | |
| L. Operator Type (Check one) 1. [ ] 2. [ ] County 3. [ ] State 4. [ ] Federal 5. [ ]Special District 6. [ ] Government Combination City | | | |
| Minimum Control Measures being implemented by the SIE (check all that apply) [ ] Public Education [ ] Public Involvement [ ] Illicit Discharge/Elimination [ ] Construction [ ] Post Construction [ ] Good Housekeeping | | | |
| "I agree to coordinate with the agency identified in Section III of this form and comply with its qualifying storm water program. I certify under penalty of law that this document and all attachments were prepared under my direction and supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information to the best of my knowledge and belief, the information submitted is true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment. Additionally, I certify that the provisions of the permit, including the development and implementation of a Storm Water Management Program, will be complied with." | | | |
| N. Signature of Official | | Date | |

**VII. Storm Water Management Plan** (Check box)

[x] As per section A.2. of this General Permit, the SWMP is attached.

**VIII. Certification**

| |
|---|
| "I certify under penalty of the law that this document and all attachments were prepared under my direction and supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, to the best of my knowledge and belief, the information submitted is true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment. Additionally, I certify that the provisions of the permit, including the development and implementation of a Storm Water Management Program, will be complied with." |
| A. Printed Name: Noelia F. Chapa |
| B. Title: City Manager |
| C. Signature: Noelia A Chapa  D. Date: Oct. 23, 03 |


| | |
|---|---|
| DATE | OCT 03 |
| SCALE | NO SCALE |
| DRAWN BY | CLP |
| CHECKED BY | PD |

CITY OF SOLEDAD
STORM WATER MANAGEMENT PLAN

# SOLEDAD VICINITY MAP

Harris & Associates

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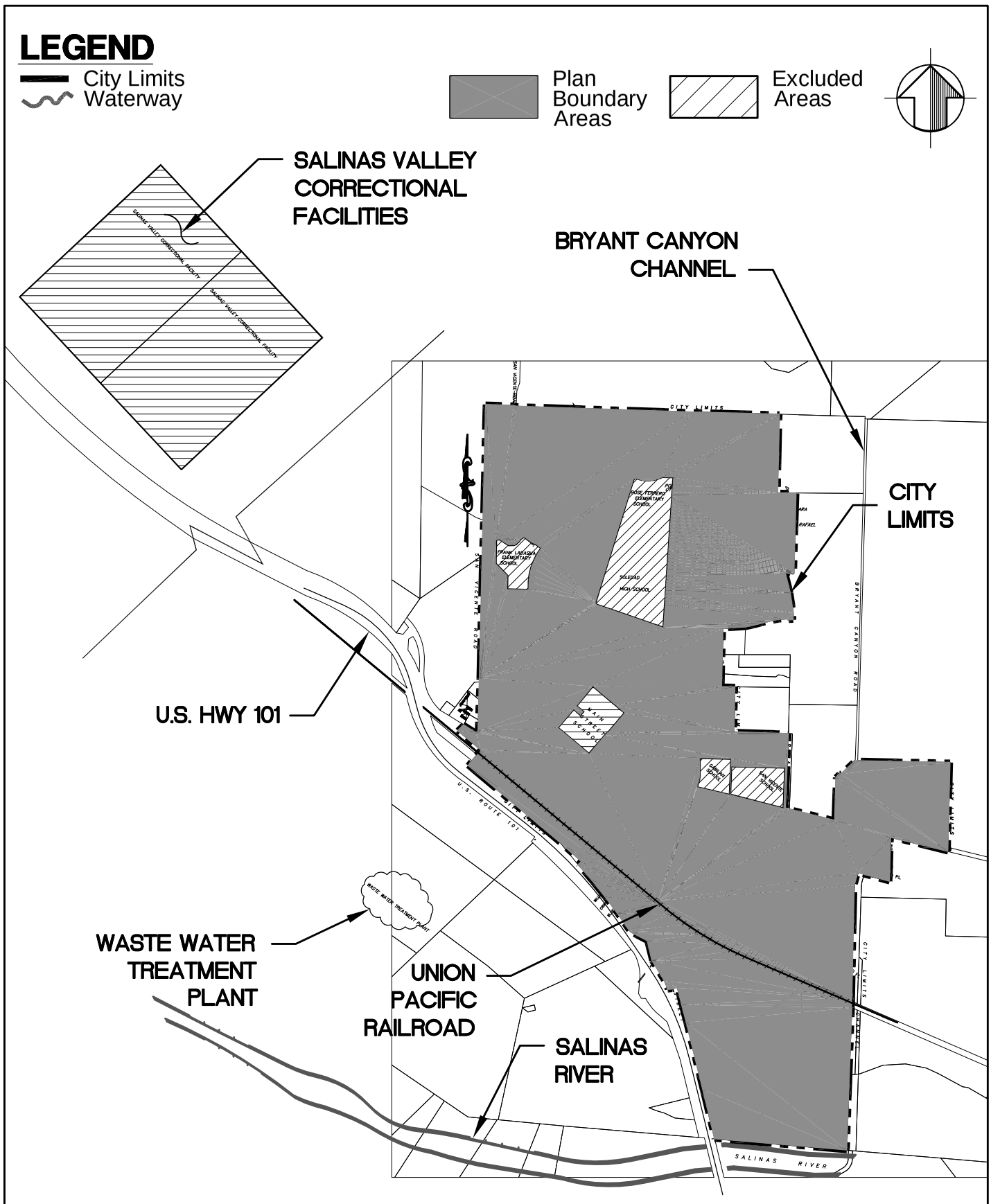


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|---|---|
| DATE | OCT 03 |
| SCALE | NO SCALE |
| DRAWN BY | CLP |
| CHECKED BY | PD |

CITY OF SOLEDAD
STORM WATER MANAGEMENT PLAN

# PLAN BOUNDARY LOCATION MAP

Harris & Associates

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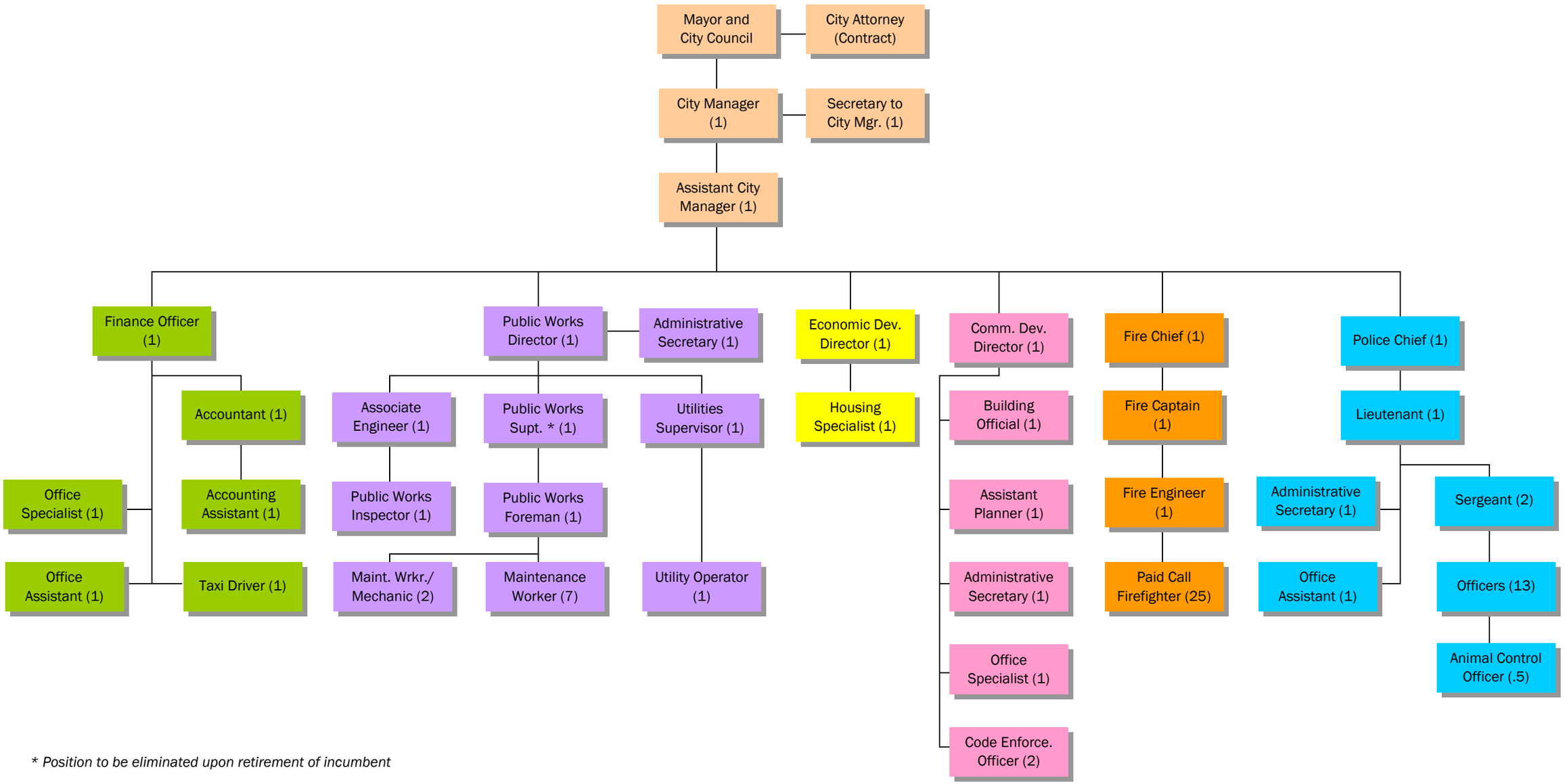
# CITY OF SOLEDAD ORGANIZATIONAL CHART
# FISCAL YEAR 2003-2004




** Position to be eliminated upon retirement of incumbent*

## CITY OF SOLEDAD - MCM TABLE OF BMPS

| **MCM1: PUBLIC OUTREACH & EDUCATION**<br>**City 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.** | | | **PERMIT YEAR 1** | **PERMIT YEAR 2** | **PERMIT YEAR 3** | **PERMIT YEAR 4** | **PERMIT YEAR 5** | | See City of Soledad Organizational Chart (SWMP Section 4.3) for phone number to reach parties listed below |
|---|---|---|---|---|---|---|---|---|---|
| **BMP ID** | **BMP INTENT** | **IMPLEMENTATION** | **IMPLEMENTATION SCHEDULE** | | | | | **MEASURABLE GOALS** | **RESPONSIBLE PARTY** |
| 1.1 | Utility billings<br><br>Storm water messages reaching every residence and business in the City to effectively increase awareness of how seasonal activities can contribute to water pollution and to call out safeguards that aim to reduce pesticides, salinity/TDS/chlorides, and sediment/siltation, and other pollutants as appropriate and specific to the City. | City will include quarterly storm water messages in utility billings. Will be bilingual and vary in content to cover a broad range of storm water issues, depending upon the season. (For example, during the summer the message will target yard/landscaping activities such as using non-toxic alternatives to pesticides to protect storm water quality.) | x | x | x | x | x | Messages distributed quarterly Permit Years 1-5<br>MG: Run four messages/yr | PW Director |
| 1.2 | Web site for storm water information<br><br>Website developed for widespread access to storm water information, programs, and activities. | Information will be placed on the City website giving pertinent storm water information and links to SWRCB (and other) website(s) for further information. The website will encourage participation in volunteer programs and offer information on how to become involved. It will also offer reporting information for illegal dumping and suspect construction site activities impacting the City's storm system. (See also related BMPs under MCMs 2, 3, and 4.) Email address and hotline included, and their use for storm water reporting purposes encouraged. | x | x | x | x | x | MG: Current storm water information placed on website, number emails and hotline use documented | PW Director |
| 1.3 | Media advertisements - Television<br><br>Storm water advertisements regularly broadcast. Broadcasts will cover a wide range of topics, such as:<br>- How pollution on land can lead to receiving water<br>- Where used motor oil can be recycled, and why it's important to do so<br>- How restaurant kitchen staff can prevent storm drain pollution | City will broadcast bilingual PSAs on the local cable access channel via text and video broadcasts. Storm water text messages will be included in scrolling daily broadcast, and will vary depending upon the season, such as in BMP 1.1.<br><br>The City will investigate storm water videos that are available and are applicable to their community. | x | | | | | Permit Year 1: Legwork to determine req'ts of broadcasting text ad; develop ads by summer of First Permit Year<br>MG: Ads developed | PW Director |
| | | | | x | x | x | x | Permit Years 2-5: First storm water text ad appears Summer of Second Permit Year<br>MG: Run min. 4 different storm water text ads/yr, 1 ad/day | |
| | | | | | x | | | Permit Year 3: Available media located and reviewed for video broadcast; airing schedule will be developed by Winter of Third Permit Year<br>MG: Airing schedule developed | |
| | | | | | | x | x | Permit Year 4-5: First video ad appears Spring of Fourth Permit Year<br>MG: Broadcast min. 1 video/wk | |
| 1.4 | Media advertisements - Newspaper<br><br>No-cost storm water advertisements reaching a broad audience via printed media | 1. City will advertise storm water blurb in each quarterly issue of the "Soledad Times."<br><br>2. City will look to the "Soledad Bee" for storm water PSAs at highest frequency allowed without paying for ad. | x | | | | | Permit Year 1: Negotiations with Soledad Bee for PSA by Summer of First Permit Year<br>MG: Ad size and running frequency with Soledad Bee determined | PW Director |

## CITY OF SOLEDAD - MCM TABLE OF BMPS

| | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| | | | | x | x | x | x | Permit Years 2-5: Develop storm water ads for Soledad Times and Soledad Bee by Fall of Second Permit Year for to begin publishing prior to rainy season Second Permit Year.<br>MG: Min. 4 different ads developed, run min. 1 ad/quarter Soledad Times, run frequency Soledad Bee TBD (PY1) | |
| 1.5 | Brochures or fact sheets for general public and specific audiences<br><br>Storm water pollution prevention information readily available to residents, students, business owners, designers, developers, & contractors at City Hall, the library, cleanup events, and classroom educational visits. | City will make available existing water conservation brochures and proposed "SCOPE" (Soledad Community Outreach Preservation Education) flyers, storm water pollution prevention, integrated pest-management, and other published materials and flyers at City Hall counter and public library. Content of materials may also be pulled from the outreach materials of the Monterey Bay National Marine Sanctuary's Model Urban Runoff and Water Quality Protection Programs, targeting diverse audiences and/or communities. Materials will be handed out at outreach events (e.g. cleanups, classroom educational visits). Where appropriate, information will be bilingual. | x | | | | | Permit Year 1: Coordinate with library and City Hall on material dispensers (contents & display location) by Summer of Permit Year 1<br>MG: Storm water displays coreographed | PW Director |
| | | | | x | x | x | x | Permit Year 2-5: Display existing brochures beginning Summer of Second Permit Year<br>MG: Min. 1 dispenser display/facility, frequency of replenishment logged | |
| | | | | | x | | | Permit Year 3: Develop "SCOPE" flyer with storm water information included by Summer of Third Permit Year<br>MG: "SCOPE" flyer developed | |
| | | | | | x | x | x | Permit Years 3- 5: Ongoing display of flyers<br>MG: Min. 1 flyer display/facility | |
| 1.6 | Publish use of City Hall phone number for Storm Water Hotline for information and citizen reporting of polluters<br><br>Provide a clear-cut means for the public to contact the City and report illicit discharges and illicit dumping. | A voice mailbox will be set up specifically for the storm water hotline. Public Works will monitor the voice mailbox, investigate the reported information, and determine the appropriate course of action or enforcement on a case-by-case basis. (See BMPs 3.2 & 3.3 for tracking and investigation of reports.)<br><br>The hotline will be advertised by the City in their television and newspaper PSAs, and on the City website. (See associated BMPs.) | x | | | | | Hotline advertised immediately upon development of Storm Water section of the City's website, in Permit Year 1.<br>MG: Hotline voice mailbox set up<br>(See also BMP 3.2) | PW Director |
| 1.7 | Proper disposal of household hazardous wastes<br><br>Facility(ies) provided for the public to dispose of hazardous materials that may otherwise be dumped illegally. Goal is to reduce amount of trash, household chemicals, pesticides, etc. entering the City's storm water system. | Tri-Cities Disposal & Recycling and the Salinas Solid Waste Authority currently send out two publications per year to all residents and businesses in the City regarding recycling and waste management. They also advertise in the local paper and include a phone number to call to get information in Spanish.<br><br>City will advertise two existing locations for chemical and hazardous waste disposal sites on the City's website. (See BMP for website.) | x | x | x | x | x | Locations added to storm water section of City website in Permit Year 1 and updated as-needed if information changes.<br><br>MG: Min. 2 existing locations for hazardous materials disposal listed on City website | PW Director |

## CITY OF SOLEDAD - MCM TABLE OF BMPS

| | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| 1.8 | Used Oil Recycling<br><br>Facility(ies) provided for the public to dispose of used motor oil in an effort to reduce the amount of petroleum hydrocarbons and other chemicals entering the City's storm water system due to illegal dumping. | City will investigate partnership with a recycling facility to advertise their location for commercial and residential used oil recycling. City will request tracking information on the facility use by Soledad citizens to determine quantity of oil recycled.<br><br>City will include location(s) for used oil recycling disposal on their website. | x | | | | | Permit Year 1: Determine existing efforts of a nearby recycling facility to advertise their facility by Summer of First Permit Year<br>MG: Facility's existing advertising media & frequency determined. Facility advertised on City storm water website | PW Director |
| | | | | x | | | | Permit Year 2: Determination of percentage of residential customers using facility; list of businesses currently disposing of used oil at the facility by Summer of Second Permit Year<br>MG: Log of commercial and residential customers disposing of used oil at the facility kept | |
| | | | | | x | x | x | Permit Years 3-5: Annual reports generated describing customer base and associated advertising effectiveness by Summer of each fiscal year.<br>MG: Trend established over time correlating % customers disposing of used oil with advertising efforts | |
| 1.9 | Storm drain stenciling<br><br>Notice to community citizens regarding storm water pollution prevention at point of possible entry to storm drain system. Expected reduction in amount of trash and motor oil entering the City's storm sewer system. | City will include storm drain stenciling of 10 storm drain inlets per year until all inlets are stencilled and will maintain and renew stencils on an as-needed basis as a part of their annual restriping program.<br><br>New residential and commercial developments will be required to stencil all storm drain inlets. | x | | | | | Permit Year 1: Procurement of stencil(s) to display appropriate message by end of Summer first Permit Year<br>MG: Stencil(s) chosen | PW Director |
| | | | | x | x | x | x | Permit Years 2-5: Annual stenciling in new and old areas of town done as-needed in Fall of each fiscal year<br>MG: 10 existing unstenciled inlets stenciled/yr; all stenciled inlets renewed as needed; all inlets constructed as part of new residential and commercial developments stenciled | |
| 1.10 | Participation in Regional Storm Water Information Exchange<br><br>The City will participate in regional storm water information exchange meetings to enhance their own implementation efforts, and to build upon the lessons learned from other municipalities. | There is a committee that currently meets to exchange outreach ideas, discuss individual and collective progress on SWMP implementation of various small MS4s, and encourage collaboration with outside agencies and environmental groups on achieving the common goal of protecting water quality. Attendees include the RWQCB, various small MS4 permitees, environmental groups, and outside municipal representatives. | x | x | x | x | x | The City will participate in a minimum of one regional storm water information exchange meeting per quarter.<br><br>MG: Attend min. 1 meeting/quarter | PW Director |
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## CITY OF SOLEDAD - MCM TABLE OF BMPS

| **MCM2: PUBLIC PARTICIPATION AND INVOLVEMENT**<br>**The public should be included in developing, implementing, and reviewing the City's storm water management program. The City should make efforts to reach out and engage all economic and ethnic groups.** | | | **PERMIT YEAR 1** | **PERMIT YEAR 2** | **PERMIT YEAR 3** | **PERMIT YEAR 4** | **PERMIT YEAR 5** | | |
|---|---|---|---|---|---|---|---|---|---|
| **BMP ID** | **BMP INTENT** | **IMPLEMENTATION** | **IMPLEMENTATION SCHEDULE** | | | | | **MEASURABLE GOALS** | **RESPONSIBLE PARTY** |
| 2.1 | Educational and volunteer programs for school-age children and community groups<br><br>Community participation and education on storm water pollution prevention. Visible, interactive activities for storm system cleanup and protection, encouraging a vested interest in keeping pollution from entering City's storm sewer system. | City has community program called "SCOPE" for "Soledad Community Outreach Preservation and Education". The program targets community groups and schools for storm water education and volunteer participation.<br><br>Information on volunteer programs will be included in the Storm Water section of the City's website. Pre- and post-quiz administered to children to ensure attentiveness during instruction.<br><br>The program includes periodic community cleanups. | | x | | | | Permit Year 2: Contact with community groups to encourage participation by Spring Second Permit Year.<br>MG: List of community groups interested in participating documented. | PW Director |
| | | | | | x | | | Permit Year 3: Contact with area schools to determine best forum for storm water education by beginning of school year. First organized volunteer cleanup advertised on website and conducted before October 15 of Permit Year 3.<br>MG: List of schools & associated education forums prepared (how held & conducted, time of year held); volunteer cleanup information posted on website, 1 volunteer cleanup completed | |
| | | | | | | x | | Permit Year 4: First classroom education forum held summer Permit Year 4<br>MG: Two forums held/school/yr | |
| | | | | | | | x | Permit Year 5: On-going semi-annual volunteer cleanups and classroom visits<br>MG: Two forums held/school/yr, two cleanups advertised on website and conducted/yr | |
| 2.2 | Community Feedback<br><br>To solicit feedback and participation from the community. Community awareness that the City encourages and expects awareness on a City-wide level. Workshops will be held prior to the start of the rainy season in order to alert citizens to methods of preventing pollutants from entering runoff, and prior to submittal of the annual report in order to incorporate community feedback into the report. | The City will hold annual community vision workshops wherein, among other topics, storm water is addressed.<br><br>The City will at a minimum request feedback on storm water pollution prevention media efforts, volunteer participation, information regarding stormwater pollution prevention that students are bringing home, and awareness of disposal facilities.<br><br>The City will encourage the community look at the website, take available flyers home, and participate in community cleanups and illicit discharge reporting. The City will also report to the community regarding the effectiveness of the Storm Water Management Plan BMPs. | | | x | x | x | Permit Year 3: Develop community vision workshop agenda and hold first workshop by Fall of Third Permit Year.<br>MG: Hold one workshop/yr, quantity attendees documented | PW Director |

## CITY OF SOLEDAD - MCM TABLE OF BMPS

| **MCM3: ILLICIT DISCHARGE DETECTION AND ELIMINATION**<br>**EPA recommends that the plan to detect and address illicit discharges (discharges to storm drains and sewers that is 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.** | | | **PERMIT YEAR 1** | **PERMIT YEAR 2** | **PERMIT YEAR 3** | **PERMIT YEAR 4** | **PERMIT YEAR 5** | | |
|---|---|---|---|---|---|---|---|---|---|
| **BMP ID** | **BMP INTENT** | **IMPLEMENTATION** | **IMPLEMENTATION SCHEDULE** | | | | | **MEASURABLE GOALS** | **RESPONSIBLE PARTY** |
| 3.1 | Storm drain system map<br><br>Inventory of storm drain inlets and infrastructure for better monitoring, maintenance, and cleaning. | City will update existing storm water infrastructure on a City Storm Drain map, including the location of outfalls into the Salinas River. | x | | | | | Permit Year 1: Update storm water map with existing known facilities by Summer First Permit Year<br>MG: Map updated | PW Director |
| | | | | x | | | | Permit Year 2: Inventory all new-developments that will submit electronic files of recently constructed or proposed storm drain facilities by Summer Second Permit Year<br>MG: Inventory spreadsheet developed | |
| | | | | | x | | | Permit Year 3: Collect all overdue electronic information; record information on map by Summer Third Permit Year<br>MG: 100% electronic information collected, storm drain inlet map updated | |
| | | | | | | x | x | Permit Years 4-5: Annual tracking of new development electronic submittals; on-going map updates<br>MG: Quantify electronic submittals outstanding, Maps updated min. once/yr | |
| 3.2 | Storm Drain Outfall Inspections<br><br>To offer a means by which the City can track outfall conditions and link signs of pollution at the outfall with known or reported illicit discharges upstream of the outfall structure in the storm system. (See also BMP 3.3.) | City will conduct annual inspections of each outfall in the City. Inspections will include visual analysis of condition, required maintenance to improve functionality, signs of illicit materials discharged or discharging from the said outfall, photographs of each structure, and possible source of any noticeable pollution exiting the storm system. | x | | | | | Permit Year 1: Establish baseline conditions for all outfall structures<br>MG: 100% outfall structures inspected, logged, and photographed | PW Director |
| | | | | x | x | x | x | Permit Years 2-5: Annual reporting on functional condition of outfalls, any pollutant materials present, and comparison analysis of past year's assessment versus current year's findings.<br>MG: 100% of outfalls analyzed for possible links with known/reported illicit discharges. | |
| 3.3 | Illegal dumping reporting<br><br>Public awareness that the City is serious about preventing illegal dumping and discharges by encouraging people to report illicit discharge or dumping activities, and by promptly responding to these reports. An established system of reporting allows the City to a) investigate, b) track, and c) enforce these potential threats to water quality. (See also BMPs 3.4 & 3.5.) | External: The City will include a hotline for reports of illegal dumping on their website, and this number will also be advertised to the public through media outreach efforts (See MCM-1).<br><br>Internal: Staff will be encouraged to do their own policing while performing their routine functions by reporting on discoveries of dumped materials. Routine inspections during catch basin cleanings will also be conducted, with any discoveries reported. | x | | | | | Permit Year 1: Hotline for reports of illegal dumping in place and log begun documenting each report<br>MG: Hotline voice mailbox set up, number of calls documented | PW Director / Assistant City Manager |

## CITY OF SOLEDAD - MCM TABLE OF BMPS

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| | | | | x | x | x | x | Permit Years 2-5: Annual reporting on discharges, tracking, and follow-up by Sept. each fiscal year. Log of illicit discharge reports maintained.<br>MG: Number of calls received/yr, follow-up efforts documented | |
| 3.4 | Illegal dumping documenting and monitoring<br><br>Inventory of the frequency, type, and location of illicit discharges to distinguish which pollutants are entering the City's storm drain system, what the possible sources are, and with what frequency the dumping or discharge occurs. Expected decrease in response time after reports are filed. | Reports on illicit discharges/illegal dumping into system will be identified and monitored using storm drain system map and log. Information documented will include date of report, location, material dumped, potential source of dumped material, and cleanup actions/status.<br><br>Information will be collected and analyzed numerically and qualitatively for determination of especially problematic areas. (See also BMP 3.5.) | | x | | | | Permit Year 2: Numeric & qualitative analysis of all reports documented over the first Permit Year. Development of criteria for consideration of "hot spots."<br>MG: Discharge types documented, number of discharges tracked & cleaned up documented, "Hot spot" criteria determined. | PW Director / Assistant City Manager |
| | | | | | x | x | x | Permit Years 2-5: Annual reporting on discharges, tracking, and follow-up by Aug. each fiscal year<br>MG: Reduction in discharges calculated, number of discharges tracked & cleaned up documented | |
| 3.5 | Illegal dumping investigations and tracking of "Hot Spots"<br><br>Reduction in illicit discharges, especially in areas found to be impacted most severely by pollutants of concern. | "Hot spots," or especially problematic areas of illegal dumping, will be routinely investigated and tracked. | | x | | | | Permit Year 2: Initiate formal investigations & tracking for "hot-spots" by Oct. of Second Permit Year<br>MG: Number investigations/hot spot established, tracking records developed | PW Director / Assistant City Manager |
| | | | | | x | x | x | Permit Years 2-5: Annual reporting on "hot spot" tracking and follow-up by Aug. each fiscal year<br>MG: Number investigations/hot spot documented, quantity of sites enforced, reduction in "hot-spot" discharges calculated | |
| 3.6 | Adopt ordinance, including an enforcement mechanism<br><br>Prohibit illicit storm water discharges. | Develop and Implement Citywide Storm water Ordinance that addresses illicit storm water discharges into the City's storm sewer system. | x | | | | | Complete ordinance by Dec.of First Permit Year.<br>MG: Ordinance adopted | PW Director |
| 3.7 | Sanitary sewer system map<br><br>Inventory of sewer infrastructure for proximity information related to storm drainage infrastructure to identify and reduce discharges from any illicit sanitary sewer connections or sewer overflows. | City will update existing sanitary sewer infrastructure maps. | x | | | | | Permit Year 1: Update sewer map with existing known facilities by Summer First Permit Year<br>MG: Map updated | Utilities Supervisor |
| | | | | x | | | | Permit Year 2: Inventory all new-developments that will submit electronic files of recently constructed or proposed sewer facilities by Second Permit Year<br>MG: Inventory spreadsheet developed | |
| | | | | | x | | | Permit Year 3: Collect all overdue electronic information; record information on map by Summer Third Permit Year<br>MG: 100% electronic information collected. Sewer map updated | |
| | | | | | | x | x | Permit Years 4 - 5: Annual tracking of new development electronic submittals; on-going map updates<br>MG: Quantity electronic submittals outstanding. Maps updated min. once/yr | |

## CITY OF SOLEDAD - MCM TABLE OF BMPS

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| 3.8 | Watch list for illicit connections<br><br>Awareness for City employees of those businesses that may be the source of potential illicit discharges into the storm drain system. Industry awareness that various facilities are subject to random investigations for illicit discharges. Result is reduced sources of non-storm water pollutant loading into the City's system. | City will profile businesses in terms of likelihood of having illicit discharges into the City storm drain system. Examples include restaurants, dry cleaners, service stations, and auto mechanics. Associated with each industry will be the expected potential pollutants that may be illegally discharged from the facility. Those businesses considered to be high-profile will be "watch-listed" for investigations and tracking on an as-needed basis. List will be updated annually with any new businesses started in previous year. | | | x | | | Permit Year 3: All City businesses to be grouped and profiled for potential of having non-stormwater discharges into the City storm sewer system.<br>MG: 100% businesses profiled and "watch list" created. | PW Director |
| | | | | | x | x | x | Permit Years 3-5: "Watch-list" to be updated and high-profile businesses to be investigated and tracked annually.<br>MG: 100% high-profile businesses investigated and tracked | |
| 3.9 | Industrial/business connections<br><br>Accountability for undocumented connections to storm drain system. Compliance encouraged. Objective is to identify unknown connections and assess if the connections are to be disconnected or may remain in service (depending upon the composition of the discharge, i.e. storm water or non-storm water). As a result, the City will have a more complete map of points of storm water discharge into the City's system, and/or reduce sources of non-storm water pollutant loading into the City's system. | City will issue a letter to existing businesses listing the do's and don'ts of connections to the City storm drainage system. The letter will include a phone number to call for additional information, and will encourage a reduced- or no-penalty response for reporting illicit connections.<br><br>Responses will be documented. Any disconnections and/or required compliance measures will be the responsibility of the owner under an imposed deadline as determined by the City. Compliance measures will be tracked and monitored by the City. | | | x | | | Permit Year 3: Letter mailed out to all businesses by Oct Third Permit Year<br>MG: Letter sent to 100% businesses | City Manager / Assistant City Manager |
| | | | | | x | x | x | Permit Years 3-5: Responses will be documented and tracked; letters will be mailed annually by Oct of each fiscal year<br>MG: 100% Reported connections assessed for whether they may remain in service, 100% Businesses requiring dismantling of their connection(s) notified, 100% Non-responsive businesses tracked & monitored. | |

## CITY OF SOLEDAD - MCM TABLE OF BMPS

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| 3.10 | Review and Identification of Non-Storm Water Discharges<br><br>Objective is to determine other significant sources of pollutants that enter the storm drain system, and work toward reducing them through public education and other BMPs appropriate for the discharges determined to be significant by the RWQCB Executive Officer. | City will develop and implement plan that will review the 17 specific non-storm water discharges to identify which, if any, constitute a pollution source that should be prohibited or regulated. Review will include evaluation and identification of significant sources of pollutants from the following list of non-storm water discharges:<br><br>1. Water line flushing<br>2. Landscape irrigation<br>3. Diverted stream flows<br>4. Rising ground waters<br>5. Uncontaminated groundwater infiltration (as defined at 40 CFR Sec. 35.2005(20)) to separate storm sewers<br>6. Uncontaminated pumped groundwater<br>7. Discharges from potable water sourcesnd<br>8. Foundation drains<br>9. Air conditioning condensation<br>10. Irrigation water<br>11. Springs<br>12. Water from crawl space pumps<br>13. Footing drains<br>14. Lawn watering<br>15. Individual residential car washing<br>16. Flows from riparian habitats and wetlands; and<br>17. Dechlorinated swimming pool discharges | | | x | | | Permit Year 3: Plan developed<br>MG: Breakdown of planned evaluation technique for each discharge developed | PW Director |
| | | | | | | x | | Permit Year 4: Implementation of plan<br>MG: Evaluation efforts documented | |
| | | | | | | | x | Permit Year 5: Non-storm water discharges analyzed and reported on to the RWQCB<br>MG: Evaluation findings documented and report submitted to RWQCB | |
| | | | | | | | | | |

| **MCM4: CONSTRUCTION SITE STORM WATER RUNOFF CONTROL**<br>**The City must develop a program to control the discharge of pollutants from construction sites =1 one acre in size. The program must include review of Storm Water Pollution Prevention Plans, inspection of construction sites and enforcement actions against violators.** | | | **PERMIT YEAR 1** | **PERMIT YEAR 2** | **PERMIT YEAR 3** | **PERMIT YEAR 4** | **PERMIT YEAR 5** | | |
|---|---|---|---|---|---|---|---|---|---|
| **BMP ID** | **BMP INTENT** | **IMPLEMENTATION** | **IMPLEMENTATION SCHEDULE** | | | | | **MEASURABLE GOALS** | **RESPONSIBLE PARTY** |
| 4.1 | Regulatory mechanism for controlling polluted runoff from construction sites.<br><br>To enforce compliance in developing and implementing erosion and sediment controls from construction site storm water runoff. | Develop and Implement Citywide Stormwater Ordinance, including a fee system to finance City staff review of development SWPPP plans and inspection/enforcement, to address construction site storm water runoff.<br><br>Ordinance will require submittal of NOI & SWPPP (Storm Water Pollution Prevention Plan) acceptable to the City prior to issuance of grading permit. Ordinance will also serve as an enforcement mechanism for any non-compliance of implementation or maintenance of the appropriate controls during construction. Adopted ordinance will comply with all General Construciton Storm Water Permit requirements | x | | | | | Complete ordinance by Dec First Permit Year<br>MG: Ordinance adopted | PW Director |

## CITY OF SOLEDAD - MCM TABLE OF BMPS

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| 4.2 | Construction site BMPs for controlling erosion & sediment at site<br><br>To ensure effective and appropriate use of available erosion and sediment control measures on an individual construction site basis. | Methods for controlling construction site erosion & sediment vary depending upon the physical layout of the construction site, proximity to nearby receiving waters and storm drain inlets, construction site operations, etc. BMPs developed for the varied site applications are well developed in the CASQA Construction Handbook. The City conducts their plan reviews on a case-by-case basis utilizing this handbook to determine if the site-specific BMPs are acceptable to control construction site runoff.<br><br>The City will require erosion and sediment controls be developed and documented (in a SWPPP) for all construction sites =1 one acre. The controls must be approved by the City prior to issuance of a grading permit.<br><br>The City will refer inquiries on BMPs to the reference materials currently used by the City, as well as to the Storm Water Website of the SWRCB and other available resources describing acceptable measures for controlling erosion & sediment at the construction site. | x | x | x | x | x | MG: List of acceptable reference materials and resources developed and available to public | PW Director |
| 4.3 | SWPPP Requirements and Guidelines<br><br>Formalized legal responsibility and accountability for effectively reducing sediment, erosion, and on-site chemical runoff associated with construction operations. | The City will develop a model SWPPP to aid designers, contractors/developers in developing their SWPPPs, as well as to facilitate the efforts of the City's plan checking staff. The model SWPPP will include proper disposal/handling of non-sediment construction wastes to eliminate discharging into storm sewer system or receiving waters.<br><br>Contractor/developer will be required to submit NOI & SWPPP to City demonstrating the appropriate controls for all construction sites =1 one acre. SWPPP implementation will be enforced through inspections and enforcement under the Storm Water Ordinance.<br><br>All sites will require proper implementation of the controls outlined in their approved SWPPPs. | x | x | x | x | x | Permit Year 1: Model SWPPP developed; NOI & SWPPP required upon adoption of ordinance.<br>MG: 100% sites =1 acre with SWPPPs | PW Director / Community Development Director |
| 4.4 | Tracking of sites >1 acre with associated erosion & sediment control measures<br><br>Tracking mechanism for ensuring 100% of all sites are accounted for in implementing the associated BMPs as described and approved in their SWPPP. | City will keep a list of construction sites = one acre for tracking inspections and enforcement. Sites will be prioritized based upon level of compliance for BMP implementation (measured during site inspections) and tracked for enforcement as necessary. | x | x | x | x | x | Permit Years 1-5: Log of construction sites developed and maintained by City.<br>MG: 100% all construction sites =1 acre logged & tracked | PW Director |
| 4.5 | Inspections for sediment & erosion control<br><br>All construction sites =1 acre inspected, prioritized, and tracked by the City. Prioritization will give more attention to those sites that may have the greatest impact to compromising water quality to ensure the Contractor is held accountable for the BMPs that require implementation during construction. | The City will establish a system for prioritizing sites for inspection, based upon size of site, stage of construction, chemicals kept on site, and existing level of compliance/implementation. Regular construction site compliance inspections conducted according to site prioritization.<br><br>City will log inspection information in a database for tracking purposes, and conduct inspections as appropriate. | x | | | | | Permit Year 1: City will develop prioritization criteria and inspection checklist.<br>MG: Prioritization criteria and checklist developed | PW Director |

## CITY OF SOLEDAD - MCM TABLE OF BMPS

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| | | | | x | x | x | x | Permit Years 2-5: All construction sites will be prioritized for regular inspections<br>MG: 100% sites prioritized | |
| 4.6 | Penalties for non-compliance with runoff control measures<br><br>All construction sites =1 acre tracked and, when necessary, penalized for non-compliance. Provides incentives to Contractor for proper implementation of construction site BMPs, thereby reducing sediment and construction waste chemicals that would otherwise enter the City's storm drain system from these sites. | Enforcement for non-compliance will be conducted by the City using a stepped approach as follows: 1) inspection, 2) verbal warning, 3) written warning (red-tag), and 4) City Police Department & RWQCB enforcement. Enforcement will be made possible by the City through the new City Storm Water Ordinance. | x | | | | | Permit Year 1: Enforcement procedures and tracking to be developed.<br>MG: Enforcement & tracking procedures detailed in writing | PW Director |
| | | | | x | x | x | x | Permit Years 2-5: Active enforcement of non-compliance<br>MG: 100% construction sites tracked for compliance, reduction in number of non-compliant sites calculated/yr | |
| 4.7 | Procedures for receipt and consideration of public inquiries, concerns, and information submitted regarding local construction activities<br><br>Information source and reporting on construction site runoff control measures available to public. | City will have information on construction site storm water control measures on their website. Phone number of Public Works Department will be provided for public inquiries and reporting of any suspect BMPs.<br><br>City will have log of construction sites and their associated SWPPP information in order to handle public inquiries. Concerns related to runoff will be inspected by the City, and any non-compliance will be reported to the RWQCB. | | | x | x | x | Permit Year 3-5: Website to include information related to construction site runoff control requirements and reporting by Sept. of Third Permit Year.<br>MG: Information on construction site storm water runoff added to website, number of reports called in documented, follow-up on 100% of reports achieved | PW Director / Assistant City Manager |
| | | | | | | | | | |
| **MCM5: POST-CONSTRUCTION STORM WATER MANAGEMENT IN NEW DEVELOPMENT AND REDEVELOPMENT<br>City 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.** | | | **PERMIT YEAR 1** | **PERMIT YEAR 2** | **PERMIT YEAR 3** | **PERMIT YEAR 4** | **PERMIT YEAR 5** | | |
| **BMP ID** | **BMP INTENT** | **IMPLEMENTATION** | **IMPLEMENTATION SCHEDULE** | | | | | **MEASURABLE GOALS** | **RESPONSIBLE PARTY** |
| 5.1 | Site design requirements for new development and redevelopment<br><br>Limiting the amount of impervious surfaces for new developments reduces the amount of storm water runoff into the City's storm sewer system, thus reducing the amount of sediment and vehicle-generated pollutants entering the system.<br><br>Requirements for developers to stencil any new catch basins upon construction will reduce the amount of trash and motor oil that would otherwise enter the City's storm sewer system. | - Existing City zoning ordinance limits impervious surface to a maximum of 40 percent for all new development. Compliance is determined and enforced upon review of the plans and before construction commences. If impervious area exceeds the stipulated maximum percent, City has the authority to require reconstruction to meet compliance.<br><br>- City will require developers to stencil all storm drains constructed within new and re-developments. (See also BMP 1.9.) | | x | x | x | x | Permit Years 2-5: Incorporate storm drain stenciling as a site design requirement beginning Second Permit Year.<br>MG: 100% of new- and re-development sites to have stenciled drainage inlets prior to receiving Notice of Termination | Community Development Director / PW Director |
| 5.2 | Storage or detention BMPs controlling storm water<br><br>Ensuring flows from newly- or redeveloped areas will be detained before entering storm drainage system to reduce sediment loading into the Salinas River. | City zoning ordinance requires that 75% of all site runoff goes through a detention basin. Approval of development or redevelopment plans is contingent upon meeting this requirement. | x | x | x | x | x | MG: 100% of all new- or redevelopment sites will divert min. 75% storm water runoff into detention basin. | Community Development Director |

## CITY OF SOLEDAD - MCM TABLE OF BMPS

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| 5.3 | Post-Construction storm water runoff strategies and design standards<br><br>Storm water runoff strategies are site-specific, and require analysis on a case-by-case basis. The City defaults to the existing, State-accepted BMPs published in various reference materials to ensure that, as the State requirements for controls are updated, so too are the City's requirements. | The City currently utilizes the CASQA BMP standards manuals and reference materials as the official guidelines for structural and non-structural post-construction runoff controls. The City requires developers to select their BMPs from these approved manuals, and the City's planning staff and development plan reviewers check the BMPs selected against both these manuals and the City's existing grading ordinance requirements. The City will continue to utilize these manuals in their practices for all development and redevelopment projects except those listed in Attachment 4 as "Priority Project Categories." Priority Project Categories include:<br><br>- Single-Family Hillside Residences<br>- 100,000 Square Foot Commercial Developments<br>- Automotive Repair Shops<br>- Retail Gasoline Outlets<br>- Restaurants<br>- Home Subdivisions with 10 or more housing units<br>- Parking lots 5,000 square feet or more with 25 or more parking spaces and potentially exposed to storm water runoff<br><br>Projects within the Priority Project Categories listed above will be subject to the Design Standards of Atta | | x | x | x | x | The City will require developers and planning and development plan review staff to adhere to the requirements of Attachment 4 of the General Permit, beginning in the Second Permit Year.<br>MG: 100% of new- and re-development "priority project" sites will comply with Attachment 4 design standards, and 100% of all other new- and re-development sites will implement City-approved post-construction BMPs | Community Development Director |
| 5.4 | Adopt ordinance, including an enforcement mechanism<br><br>To require compliance with implementation of site development controls (as established by the City and outlined in Attachment 4) that prevent or minimize water quality impacts. | Develop and Implement Citywide Storm water Ordinance that addresses storm water runoff from new development and redevelopment projects that disturb =1 one acre, including projects less than one acre that are part of a larger development, that discharge into the City's storm sewer system. Ordinance will require adherence to design standards and control strategies (both structural and non-structural BMPs), including those provisions and standards applicable to priority project categories as outlined in Attachment 4, and post-construction operations and maintenance of these controls. | x | | | | | Complete ordinance by Dec. of First Permit Year<br>MG: Ordinance adopted | PW Director |

## CITY OF SOLEDAD - MCM TABLE OF BMPS

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| 5.5 | Long-term operations and maintenance of BMPs<br><br>Procedures in place for staff to conduct inspections and for compliance to be measured and tracked both for implementation of controls and operations and maintenance of those controls. Implementation of this BMP will effectively minimize, and in some cases prevent, erosion and sediment loading into the City's storm sewer system. | The City will develop inspections procedures and methods for measuring and tracking compliance with post-construction BMPs per the approved development plans and specifications. Inspections will target on-site implementation of control strategies, and long-term operations and maintenance of control strategies once the controls are in place. Inspection procedures will apply to both municipal and private activities.<br><br>Long-term operations and maintenance of BMPs will be enforced through the City's Storm Water Ordinance.<br><br>Developers, homeowners associations, or City maintenance staff will be required to report on long-term operations and maintenance of both structural and non-structural BMPs. Public facilities BMP O&M will be funded through maintenance districts, while privately-owned post-development BMPs will need to be financed through developer/HOA funds. | x | | | | | Inspection procedures, database, and log sheet to be developed by end of First Permit Year. Requirements for reporting by developers, homeowners associations, and City maintenance staff to be finalized also by end First Permit Year.<br>MG: Procedures and log developed, reporting requirements developed | PW Director |
| | | Frequency of inspections will be determined as the procedures are developed, but will at a minimum, occur during construction (to ensure the BMPs shown in the approved plans are being constructed correctly), immediately after construction (to qualify for Notice of Termination), and at set times following construction (to ensure BMPs are operational and maintained as required). | | x | | | | 100% of new and re-development sites to be inspected, logged, and tracked by end of Second Permit Year.<br>MG: 100% of new- and re-development sites to be inspected during construction, immediately following construction, and annually after construction; log of inspections and enforcement documented; developers, homeowners associations, and City maintenance staff to issue their reports | |
| | | | | | | | | | |
| **MCM6: POLLUTION PREVENTION/GOOD HOUSEKEEPING FOR MUNICIPAL OPERATIONS**<br>**City must examine its own activities and develop a program to minimize the discharge of pollutants from the City Corporation Yard, Fleet Services and other City facilities. This also includes monitoring street sweeping programs to track performance.** | | | **PERMIT YEAR 1** | **PERMIT YEAR 2** | **PERMIT YEAR 3** | **PERMIT YEAR 4** | **PERMIT YEAR 5** | | |
| **BMP ID** | **BMP INTENT** | **IMPLEMENTATION** | **IMPLEMENTATION SCHEDULE** | | | | | **MEASURABLE GOALS** | **RESPONSIBLE PARTY** |
| 6.1 | Street sweeping<br><br>Preventing specific pollutants of concern* from entering storm water system<br><br>*See also BMP 6.11 | Street sweeping is performed regularly by City crews. An exact schedule will be implemented with streets swept on a determined schedule and frequency based on size, use, and determined need. The volume of materials removed will be measured and tracked to determine the cumulative quantity prevented from entering the storm drain system. | x | x | x | x | x | MG: Schedule prepared, volume of removed materials documented | PW Director |
| 6.2 | Routine cleaning of drainage inlets<br><br>Prevent loading of specific pollutants of concern* before leaving the City limits.<br><br>*See also BMP 6.11 | Drainage inlets are cleaned annually before the rainy season. With the storm drain maps identifying inlet locations, a checklist can be developed so that each inlet can be accounted for during the cleaning process. A log will be kept showing all inlets cleaned and the date of cleaning.<br><br>The amount cleaned will be measured and tracked to determine the cumulative quantity removed from the storm drain system. | x | | | | | Permit Year 1: City will have a log of each inlet in storm drainage system with cleaning tallies beginning Fall of First Permit Year<br>MG: 100% inlets logged | PW Director |

## CITY OF SOLEDAD - MCM TABLE OF BMPS

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| | | | | x | x | x | x | Permit Years 2-5: City will continue to log cleanings; City will report on frequency of cleaning during annual reporting process to RWQCB<br>MG: 100% inlets cleaned prior to rainy season each year; frequency of cleaning per inlet determined | |
| 6.3 | Guidelines for cleaning of vehicle parts<br><br>Established record-keeping of waste basin-unit use | Automobile maintenance is performed in the City Corp Yard. All vehicle parts requiring cleaning are done so in a proper basin that houses a cleaning solvent and container to collect the fluids. An Environmental Contractor removes and replaces the basin unit when necessary. City staff are trained on these guidelines.<br><br>City will maintain a log of basin unit replacements | x | | | | | Permit Year 1: City will develop log by Summer First Permit Year.<br>MG: Log developed | PW Director |
| | | | | x | x | x | x | Permit Years 2-5: Log will be maintained and used for annual reporting to RWQCB on proper hazardous waste collection and disposal<br>MG: Quantity of basin units replaced documented | |
| 6.4 | Used oil disposal<br><br>Established record-keeping for used-oil pick up | Used motor oil is held on site at the City Corp Yard in a designated drum. An Environmental Contractor collects the used oil 4 times per year and provides a new drum. City staff is trained on proper used-oil disposal.<br><br>City will maintain a log of drum replacements | x | | | | | Permit Year 1: City will develop log by Summer First Permit Year<br>MG: Log developed | PW Director |
| | | | | x | x | x | x | Permit Years 2-5: Log will be maintained and used for annual reporting to RWQCB on proper hazardous waste collection and disposal<br>MG: Quantity of used oil drums replaced documented | |
| 6.5 | Hazardous materials storage<br><br>Proper hazardous materials storage | City Corp Yard houses two separate storage units for hazardous materials. City staff is trained on storage guidelines. | x | x | x | x | x | MG: 100% hazardous materials stored in proper facility and per proper guidelines | PW Director |
| 6.6 | Hazardous materials training for City employees<br><br>Training for liability mitigation and education on ways to reduce the use of hazardous materials in City maintenance activities (for example, other products that may be used to reduce pesticides used for City parks). | City keeps current with hazardous materials use, collection, and disposal through Cal/OSHA flyers received regularly, and through reference with library materials on the subject. Training tapes and videos are shown at safety meetings held once per month for Public Works staff. City will maintain a log of staff that attend each training.<br><br>City will investigate initiating a hazardous materials joint training program with the Police, Fire, and Public Works Dept staff. Joint training to be conducted annually. | x | x | x | x | x | Permit Years 1-5: City will have sign-up sheet for staff at each PW safety training by Winter of First Permit Year<br>MG: 75% PW Staff attending min. 12 haz mat trainings/yr | PW Director |
| | | | | x | | | | Permit Year 2: City will coordinate with Police, Fire, and PW staff to develop annual haz mat training program by Summer Second Permit Year<br>MG: Joint haz mat training program developed | |

## CITY OF SOLEDAD - MCM TABLE OF BMPS

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| | | | | | x | x | x | Permit Years 3-5: First joint haz mat training by Summer Third Permit Year<br>MG: Min. 3 representatives from each department present for joint training | |
| 6.7 | Employee training on storm water management and BMPs<br><br>Up-to-date information on storm water management and BMPs. Training for liability mitigation and protection of City's infrastructure system. | City requires at least one Public Works inspector to attend formal training on storm water management and BMPs. Inspector(s) currently attend minimum one training per year.<br><br>Inspector will incorporate information learned during training sessions into staff meetings. | | x | | | | Permit Year 2: First training session held at PW staff meeting addressing new information taught to Inspector by Summer Second Permit Year<br>MG: Training session held; 50% PW staff in attendance for training session | PW Director |
| | | | | | x | x | x | Permit Years 3-5: Annual training sessions given to PW staff on new information<br>MG: One training session/yr held; 50% PW staff in attendance | |
| 6.8 | Spill response<br><br>Immediate action to contain and cleanup spills | City Fire Dept handles 911 calls for spills and has hazardous materials team for response. Any calls related to spills that come in through City Hall will be directed to the Fire Dept | x | x | x | x | x | MG: 100% spills responded to | Fire Chief / Police Chief |
| 6.9 | Record keeping of spills, leaks, and other discharges at a facility<br><br>Tracking of spills, leaks, and other discharges by facility | City Fire Dept documents incidents of these occurrences and reports the information as required by the State | x | x | x | x | x | MG: 100% occurrences documented | Fire Chief |
| 6.10 | Staff Survey<br><br>Measure of SWMP effectiveness under current regulations. Objective is to determine known sources of pollution and/or especially problematic/pervasive areas or activities contributing to pollution in storm water, and work toward reducing these sources and activities. | A questionnaire will be administered to City Public Works Depart staff to identify areas or activities not adequately (or already) addressed in the SWMP (for example, field maintenance staff will be asked if there are problems they see related to their activities that may be altered or further investigated for improvements if these activities are currently impacting storm water quality). Questionnaire will also look at existing reporting systems and effectiveness thereof. | | | x | x | x | Questionnaire will be distributed by June 30 and collected by July 15 (each year) beginning in Third Permit Year. SWMP reporting to RWQCB in September each year will incorporate findings.<br>MG: 75% of City PW staff to provide feedback; plan to address feedback developed and incorporated into the SWMP | PW Director |
| 6.11 | Annual Testing for Pollutants of Concern<br><br>Objective is to effectively measure what pollutants are found in distinct areas of the City to better determine what activities may be employed to reduce those specific pollutants from entering the storm drain system in the future. | City will set up an annual testing program where samples will be taken in selected, random catch basins throughout the City. Two samples will be drawn from each of four areas before the annual catch basin cleaning is conducted. These samples will be analyzed for Total Petroleum Hydrocarbons, Zinc, Copper, Lead, Poly Aromatic Hydrocarbons, nitrates, phosphates, indicator constituents of detergents/nutrients/pesticides, and total and fecal coliform. The results will be extrapolated out based upon the area the sample was taken. The City will have a practical means by which to measure the amount of pollutants prevented from leaving City limits by calculating the cumulative volume of material removed from the catch basins.<br><br>Pollutant constituents will be listed and quantified for reporting to the RWQCB each year. Other actions will be taken as necessary once samples are analyzed, e.g. if high levels of petroleum hydrocarbons are discovered in the runoff entering the storm drain system, the City will know to direct outreach in that community specific to activities that will reduce oil and grease from entering the system. | x | x | x | x | x | Testing to begin in First Permit Year<br>MG: Volume pollutants prevented from leaving City limits calculated; reduction in pollutant levels present in samples determined, plans for applying data to SWMP activities developed | PW Director |