

Section 6 Attachments

Attachment 6.1: Updated Municipal Sources Inventories

Attachment 6.2: Description of Pollutant-Generating Activities for Municipal Sources – Updated 06-30-10

Attachment 6.3: Temporary Community Event Permit Application and Guidance Documents – Updated 06-30-10

Attachment 6.4: Parking-lot Sweeping Prioritization Flow Chart – Updated 06-30-10

Attachment 6.1 – March 2008 Municipal Sources Inventories

6.1.1 Solid Waste

6.1.2 Wastewater

6.1.3 Road Stations

6.1.4 Fleet

6.1.5 Airports

6.1.6 Parks

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Attachment 6.1.1 -Department of Public Works (DPW) Solid Waste Inventory

NO.	WATERSHED	HSU	FACILITY NAME	LOCATION			CATEGORY	PRIORITY	303(D) / ESA
LANDFILL GROUP (SOLID WASTE LANDFILLS, BURN SITES, TRANSFER STATIONS, AND BUFFER PROPERTY)									
BURN SITES									
1	CARLSBAD	904.51	ENCINITAS 1 BURN SITE	135	N. EL CAMINO REAL	ENCINITAS	SOLID WASTE - BURN SITE	H	UNK
2	SAN DIEGO	907.14	ALPINE 2 BURN SITE		CHOCOLATE SUMMIT DRIVE	ALPINE	SOLID WASTE - BURN SITE	H	NO
3	SANTA MARGARITA	902.21	FALLBROOK 1C BURNSITE		STONE POST WAY	FALLBROOK	SOLID WASTE - BURN SITE	H	NO
4	SAN DIEGO RIVER	907.12	CACTUS PARK BURN SITE	10610	ASHWOOD ST	LAKESIDE	SOLID WASTE - BURN SITE	H	YES
5	TIJUANA	911.82	CAMPO BURN SITE	1515	BUCKMAN SPRINGS RD	CAMPO	SOLID WASTE - BURN SITE	H	NO
6	SAN DIEGUITO	905.32	SAN PASQUAL BURN SITE	17701	SAN PASQUAL VALLEY ROAD	SAN PASQUAL	SOLID WASTE - BURN SITE	H	NO
LANDFILLS									
7	SWEETWATER	909.32	FORMER DESCANSO LANDFILL (CLEAN CLOSED)	NONE	JAPATUL VALLEY ROAD	ALPINE	SOLID WASTE - CLEAN CLOSED FORMER LANDFILL	M	NO
8	SAN DIEGUITO	905.41	RAMONA LANDFILL BUFFER	2202	PAMO ROAD	RAMONA	BUFFER PROPERTY	M	NO
9	SAN DIEGUITO	905.41	RAMONA REFUSE DISPOSAL SITE (HODGE)		BURMA ROAD	RAMONA	BUFFER PROPERTY	M	NO
10	SAN LUIS REY	903.12	BONSALL LANDFILL (INACTIVE)	29370	TWIN OAKS VALLEY ROAD	VISTA	SOLID WASTE - LANDFILL	H	NO
11	CARLSBAD	904.61	ENCINITAS II LANDFILL (INACTIVE)	2099	ENCINITAS BLVD.	ENCINITAS	SOLID WASTE - LANDFILL	H	NO
12	SAN LUIS REY	903.13	VALLEY CENTER LANDFILL (INACTIVE)	28802	AERIE ROAD	VALLEY CENTER	SOLID WASTE - LANDFILL	H	NO
13	SAN DIEGO	907.13	GILLESPIE LANDFILL (INACTIVE)	1780	GILLESPIE WAY	EL CAJON	SOLID WASTE - LANDFILL	H	YES
14	SWEETWATER	909.12	HILLSBOROUGH LANDFILL (INACTIVE)	1206	MANZANA WAY	SAN DIEGO	SOLID WASTE - LANDFILL	H	NO
15	OTAY	910.20	OTAY SANITARY LANDFILL-CLASS 1 (INACTIVE)	1700	MAXWELL ROAD	CHULA VISTA	SOLID WASTE - LANDFILL	H	NO
16	CARLSBAD	904.40	PALOMAR AIRPORT LANDFILL (INACTIVE)	2198	PALOMAR AIRPORT ROAD	CARLSBAD	SOLID WASTE - LANDFILL	H	NO
17	PENASQUITOS	906.20	POWAY LANDFILL (INACTIVE)	14645	POWAY ROAD	POWAY	SOLID WASTE - LANDFILL	H	NO
18	CARLSBAD	904.61	SAN MARCOS 2 LANDFILL (INACTIVE)	1595	QUESTHAVEN ROAD	SAN MARCOS	SOLID WASTE - LANDFILL	H	UNK
19	SWEETWATER	909.21	JAMACHA SANITARY LANDFILL (INACTIVE)	11900	SINGER LANE	SPRING VALLEY	SOLID WASTE - LANDFILL	H	YES
20	SWEETWATER	909.31	VIEJAS LANDFILL (INACTIVE)	7850	CAMPBELL RANCH ROAD	ALPINE	SOLID WASTE - LANDFILL	H	NO

Attachment 6.1.1 -Department of Public Works (DPW) Solid Waste Inventory

NO.	WATERSHED	HSU	FACILITY NAME	LOCATION			CATEGORY	PRIORITY	303(D) / ESA
TRANSFER STATIONS									
21	TIJUANA	911.82	CAMPO BIN TRANSFER STATION	1515	BUCKMAN SPRINGS ROAD	CAMPO	SOLID WASTE - TRANSFER STATION	H	NO
22	TIJUANA	911.23	BARRETT JUNCTION BIN TRANSFER STATION	1090	BARRETT LAKE ROAD	DULZURA	SOLID WASTE - TRANSFER STATION	H	NO
23	TIJUANA	911.84	BOULEVARD BIN TRANSFER STATION	41097	OLD HIGHWAY 80	BOULEVARD	SOLID WASTE - TRANSFER STATION	H	NO
24	SWEETWATER	909.31	VIEJAS BIN TRANSFER	7850	CAMPBELL RANCH ROAD	ALPINE	SOLID WASTE - TRANSFER STATION	H	NO

Attachment 6.1.2 -Department of Public Works (DPW) Wastewater Inventory

NO.	COUNTY PROPERTY NUMBER	FACILITY NAME		LOCATION		WATERSHED	CATEGORY	PRIORITY	HSU	303(D)/ESA
WASTEWATER GROUP (OPERATIONS CENTER, POTWS, PUMP STATIONS, MITIGATION SITES)										
PUBLICALLY OWNED TREATMENT WASTEWATER SYSTEMS										
1		JULIAN WATER POLLUTION CONTROL FACILITY (TREATMENT PLANT)	2840	HIGHWAY 78	JULIAN	SAN DIEGO	POTW	H	905.41	NO
2	9390	PINE VALLEY WATER POLLUTION CONTROL FACILITY (TREATMENT PLANT)		OLD HIGHWAY 80	PINE VALLEY	TIJUANA	POTW	H	911.41	NO
3	326	RANCHO DEL CAMPO WATER POLLUTION CONTROL FACILITY (TREATMENT PLANT)	957	FORREST GATE ROAD	CAMPO	TIJUANA	POTW	H	911.82	UNK
4	32	SAN PASQUAL ACADEMY (TREATMENT PLANT)	17701	SAN PASQUAL VALLEY ROAD	ESCONDIDO	SAN DIEGUITO	POTW	H	905.32	UNK
5	92	WILLIAM HEISE PARK WATER POLLUTION CONTROL FACILITY (TREATMENT PLANT)	4945	HEISE PARK ROAD	JULIAN	SAN DIEGO	POTW	H	907.41	NO
6		BARRETT HONOR CAMP (TREATMENT PLANT)	2177	LYONS ROAD	ALPINE	SAN DIEGO RIVER	POTW	H	907.13	NO
8	108	DESCANSO WATER POLLUTION CONTROL FACILITY (TREATMENT PLANT)	7878	CAMPBELL RANCH ROAD	ALPINE	SWEETWATER	POTW	H	909.31	NO
PUMP STATIONS										
9	N/A	GALLOWAY PUMP STATION		ARNOLD WAY & SOUTH GRADE RD	ALPINE	SAN DIEGO	PUMP STATION	H	907.33	YES
10	N/A	HARBISON CANYON PUMP STATION	8770	HARBISON CANYON	ALPINE	SWEETWATER	PUMP STATION	H	909.24	UNK
11	N/A	JAMACHA PUMP STATION	9903	JAMACHA BLVD.	SPRING VALLEY	SWEETWATER	PUMP STATION	H	909.21	NO
12	N/A	MORENO AVENUE PUMP STATION	10955	MORENA AVENUE	LAKESIDE	SAN DIEGO	PUMP STATION	H	911.50	NO
13	N/A	STEELE CANYON PUMP STATION (CAMPO)	11971	SINGER LANE	SPRING VALLEY	SWEETWATER	PUMP STATION	H	909.21	NO
14	N/A	RAMONA AVENUE PUMP STATION	411	RAMONA AVENUE	SPRING VALLEY	SWEETWATER	PUMP STATION	H	909.21	NO
15	N/A	VISTA DEL LAGO PUMP STATION	9041	CAMINO LARGO VISTA	SPRING VALLEY	SWEETWATER	PUMP STATION	H	909.21	NO
16	N/A	RAMONA AIRPORT PUMP STATION	2450	MONTECITO ROAD	RAMONA	SAN DIEGUITO	PUMP STATION	H	905.41	NO
17	N/A	WOOD CREEK PUMP STATION	15935	SPRING OAK ROAD	EL CAJON	SAN DIEGO RIVER	PUMP STATION	H	907.14	NO
OPERATIONS CENTER										
7		SPRING VALLEY OPERATIONS CENTER	11937	CAMPO ROAD	SPRING VALLEY	SWEETWATER	OPERATIONS CENTER	H	909.21	NO

Attachment 6.1.2 -Department of Public Works (DPW) Wastewater Inventory

NO.	COUNTY PROPERTY NUMBER	FACILITY NAME	LOCATION	WATERSHED	CATEGORY	PRIORITY	HSU	303(D)/ESA
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Attachment 6.1.3 -Department of Public Works (DPW) Road Station Inventory

NO.	WATERSHED	HSU	FACILITY NAME		LOCATION		CATEGORY	PRIORITY	303(D) / ESA
ROADS GROUP (CORPORATE YARDS, EXCESS R/W, MS4S, ROADS, OTHER)									
BORROW PITS									
1	TIJUANA	911.82	(P) BUCKMAN PIT		APN 655-030-25	CAMPO	CORPORATE YARDS - DIV I	H	NO
2	SWEETWATER	909.34	(P) CORTE MADERA PIT		APN 408-081-06	DESCANSO	CORPORATE YARDS - DIV I	H	NO
3	SAN DIEGUITO	905.54	(P) MESA GRANDE BORROW PIT		MESA GRANDE ROAD	SANTA YSABEL	CORPORATE YARDS - DIV I	H	NO
4	SWEETWATER	909.21	(P) MONTE VISTA BORROW PIT	11970	SINGER LANE	SPRING VALLEY	CORPORATE YARDS - DIV I	H	YES
5	SAN LUIS REY	903.31	(P) WARNER PIT		S. SIDE MONTEZUMA VALLEY ROAD	WARNER SPRINGS	CORPORATE YARDS - DIV II	H	NO
6	SANTA MARGARITA	902.13	(P) FALLBROOK BULLPEN		MISSION ROAD	FALLBROOK	CORPORATE YARDS - DIV II	H	NO
ROAD STATIONS									
7	SWEETWATER	909.21	ROAD MAINT. STATION # 28-DIV I HQ SPRING VALLEY	11970	SINGER LANE	SPRING VALLEY	CORPORATE YARDS - DIV I	H	YES
8	SWEETWATER	909.12	ROAD MAINT. STATION #14 JAMACHA (OLD 14 &15)	11900	HIGHWAY 94	EL CAJON	CORPORATE YARDS - DIV I	H	NO
9	SAN DIEGO	905.41	ROAD MAINT. STATION #38 JULIAN	1524	HIGHWAY 78	JULIAN	CORPORATE YARDS - DIV I	H	NO
10	SWEETWATER	909.26	ROAD MAINT. STATION-#17 ALPINE	2910	TAVERN ROAD	ALPINE	CORPORATE YARDS - DIV I	H	YES
11	SWEETWATER	909.34	ROAD MAINT. STATION-#22 DESCANSO	24592	VIEJAS GRADE ROAD	DESCANSO	CORPORATE YARDS - DIV I	H	NO
12	TIJUANA	911.82	ROAD MAINT. STATION-#23 CAMPO	970	FORREST GATE ROAD	CAMPO	CORPORATE YARDS - DIV I	H	NO
13	SAN DIEGO	907.12	ROAD MAINT. STATION-#33 LAKESIDE	13115	WILLOW ROAD	LAKESIDE	CORPORATE YARDS - DIV I	H	NO

Attachment 6.1.3 -Department of Public Works (DPW) Road Station Inventory

NO.	WATERSHED	HSU	FACILITY NAME	LOCATION			CATEGORY	PRIORITY	303(D) / ESA
14	TIJUANA	911.70	ROAD MAINT. STATION-#35 MT LAGUNA	33947	MT LAGUNA DRIVE	MOUNT LAGUNA	CORPORATE YARDS - DIV I	H	NO
15	SAN DIEGO BAY	908.00	ROAD MAINTENANCE STA. LEMON GROVE (CLOSED)		MURRAY HILL DR. @ WAITE DR.	LEMON GROVE	CORPORATE YARDS - DIV I	L	NO
16	SAN LUIS REY	903.22	ROAD MAINT. STATION-#56 PALOMAR	20745	STATE PARK ROAD	PALOMAR MOUNTAIN	CORPORATE YARDS - DIV II	H	NO
17	SAN LUIS REY	903.12	ROAD MAINT. STATION-#57 BONSALL/FALLBROOK	2370	PALA ROAD	FALLBROOK	CORPORATE YARDS - DIV II	H	YES
18	SAN LUIS REY	903.16	ROAD MAINT. STATION-#64 VALLEY CENTER	29212	VALLEY CENTER ROAD	VALLEY CENTER	CORPORATE YARDS - DIV II	H	NO
19	PENASQUITOS	906.20	ROAD MAINTENANCE STA. POWAY (CLOSED)	12341	OAK KNOLL ROAD	POWAY	CORPORATE YARDS - DIV II	H	NO
20	SAN DIEGUITO	905.41	ROAD MAINT. STATION-#39 RAMONA	116	FIFTH STREET	RAMONA	CORPORATE YARDS - RAMONA	H	NO
EXCESS RIGHT OF WAYS									
21	SAN DIEGO	907.13	EXCESS RIGHT OF WAY – MAGNOLIA AVE		@ VERNON WAY	EL CAJON	EXCESS R/W	L	NO
22	SAN DIEGO	907.12	EXCESS LAND MAST BOULEVARD		MAST BOULEVARD	SAN DIEGO	EXCESS R/W	M	YES
23	SAN DIEGO	907.13	EXCESS R/W – CHASE AVE.		CHASE AVE.	EL CAJON	EXCESS R/W	M	YES
24	SWEETWATER	909.12	EXCESS R/W (61-0503-A)		SOUTH BAY FWY	BONITA	EXCESS R/W	M	UNK
25	CARLSBAD	904.51	EXCESS R/W (83-0315-A)		RANCHO SANTA FE ROAD	SAN MARCOS	EXCESS R/W	M	UNK
26	SWEETWATER	907.11	EXCESS R/W (BANCROFT DR)		BANCROFT DRIVE	SPRING VALLEY	EXCESS R/W	M	NO

Attachment 6.1.3 -Department of Public Works (DPW) Road Station Inventory

NO.	WATERSHED	HSU	FACILITY NAME	LOCATION			CATEGORY	PRIORITY	303(D) / ESA
27	CARLSBAD	904.32	EXCESS R/W (BUENA CREEK ROAD)		BUENA CREEK ROAD	VISTA	EXCESS R/W	M	YES
28	CARLSBAD	904.53	EXCESS R/W (FOX LANE)		FOX LANE	ESCONDIDO	EXCESS R/W	M	NO
29	TIJUANA	911.82	EXCESS R/W (FRONTAGE ROAD)		HIGHWAY 94	CAMPO	EXCESS R/W	M	UNK
30	SWEETWATER	909.21	EXCESS R/W (LYONS VALLEY ROAD)		LYONS VALLEY ROAD	JAMACHA	EXCESS R/W	M	NO
31	SANTA MARGARITA	902.21	EXCESS R/W (NOT SURPLUS) DE LUZ ROAD		DE LUZ ROAD	FALLBROOK	EXCESS R/W	M	YES
32	CARLSBAD	904.62	EXCESS R/W (NOT SURPLUS) OLD HIGHWAY 395		OLD HIGHWAY 395	ESCONDIDO	EXCESS R/W	M	UNK
LEASED PROPERTY									
33	CARLSBAD	904.10	OCEANSIDE TRANSIT CENTER	200	S. TREMONT STREET	OCEANSIDE	CORPORATE YARDS - DIV II	H	NO
34	PENASQUITOS	906.20	PACIFIC SIGN CONSTRUCTION	12339	OAK KNOLL RD	POWAY	CORPORATE YARDS - DIV II	H	NO
35	CARLSBAD	904.52	PARK WEST LANDSCAPING	126	S. PACIFIC STREET	SAM MARCOS	CORPORATE YARDS - DIV II	H	NO
36	PENASQUITOS	906.20	POWAY TRANSIT STATION	12341	OAK KNOLL ROAD	POWAY	CORPORATE YARDS - DIV II	H	NO
37	PENASQUITOS	906.20	PROPERTY SERVICES PLUS	12341	OAK KNOLL RD	POWAY	CORPORATE YARDS - DIV II	H	NO

Attachment 6.1.4 - Department of General Services (DGS) Fleet and Fueling Facility Inventory

NO.	WATERSHED / HSU	FACILITY NAME	LOCATION			CATEGORY	PRIORITY	303(D)/E SA
FLEET MAINTENANCE AND FUELING FACILITIES								
FLEET FACILITIES								
1	SAN DIEGO RIVER	COUNTY OPERATIONS CENTER (FLEET)	5555	OVERLAND AVE	SAN DIEGO	FLEET	H	NO
2	CARLSBAD	ENCINITAS GARAGE (FLEET)	175	N. EL CAMINO REAL	ENCINITAS	FLEET	H	NO
3	SAN DIEGO BAY	GARAGE, UNION AT “A” (FLEET)	1249	UNION STREET	SAN DIEGO	FLEET	H	NO
4	SAN DIEGO BAY	JAMACHA GARAGE (FLEET)	11970	SINGER LANE	SPRING VALLEY	FLEET	H	YES
5	SAN DIEGUITO RIVER	RAMONA GARAGE (FLEET)	116	5TH ST	RAMONA	FLEET	H	NO
6	CARLSBAD	SAN MARCOS GARAGE (FLEET)	1579	OSAGE ST	SAN MARCOS	FLEET	H	NO
7	SAN DIEGO RIVER	SANTEE GARAGE (FLEET)	1840	WELD BLVD	EL CAJON	FLEET	H	NO
8	SAN DIEGO BAY	SOUTH BAY GARAGE (FLEET)	500	3RD AVENUE	CHULA VISTA	FLEET	H	NO
FUELING FACILITIES								
9		ALPINE ROAD STATION	2910	TAVERN ROAD	ALPINE	FUELING	H	YES
10		BONSALL ROAD STATION	2370	PALA ROAD	FALLBROOK	FUELING	H	YES
12		CAMPO ROAD STATION	970	FORREST GATE RD.	CAMPO	FUELING	H	NO
13		COUNTY OPERATIONS CENTER-KEARNY MESA	5555	OVERLAND AVE.	SAN DIEGO	FUELING	H	NO
14		DESCANSO ROAD STATION	24592	24592 VIEJAS GRADE RD.	DESCANSO	FUELING	H	NO
15		EAST MESA DETENTION FACILITY	446	ALTA ROAD	CHULA VISTA	FUELING	H	YES
16		ENCINITAS REPAIR FACILITY	179	N. EL CAMINO REAL	ENCINITAS	FUELING	H	NO

Attachment 6.1.4 - Department of General Services (DGS) Fleet and Fueling Facility Inventory

NO.	WATERSHED / HSU	FACILITY NAME	LOCATION			CATEGORY	PRIORITY	303(D)/E SA
17		JAMACHA REPAIR FACILITY	11970	SINGER LANE	SPRING VALLEY	FUELING	H	YES
18		JULIAN ROAD STATION	1524	HIGHWAY 78	JULIAN	FUELING	H	NO
19		LAKESIDE ROAD STATION	13115	WILLOW ROAD	LAKESIDE	FUELING	H	NO
20		MT. LAGUNA ROAD STATION	33974	MT. LAGUNA DR.	MT. LAGUNA	FUELING	H	NO
21		NORTH COUNTY REGIONAL CENTER/VISTA	325	S. MELROSE DR.	VISTA	FUELING	H	NO
22		PALOMAR MOUNTAIN ROAD STATION	20745	STATE PARK RD.	PALOMAR	FUELING	H	NO
23		RAMONA REPAIR FACILITY	116	5TH ST.	RAMONA	FUELING	H	NO
24		SAN MARCOS REPAIR FACILITY	1579	OSAGE ST.	SAN MARCOS	FUELING	H	NO
26		SANTEE REPAIR FACILITY	1875	WELD BLVD.	SANTEE	FUELING	H	NO
27		SOUTHBAY REGIONAL CENTER	500	THIRD AVENUE	CHULA VISTA	FUELING	H	NO
28		UNION & A ST.	1251	UNION ST.	SAN DIEGO	FUELING	H	NO

Attachment 6.1.5 -Department of Public Works (DPW) Airports Inventory

NO.	WATERSHED	HSU	FACILITY NAME	LOCATION			CATEGORY	PRIORITY	303(D) / ESA
AIRPORTS									
1	SAN LUIS REY	903.12	FALLBROOK COMMUNITY AIRPORT	2100	S. MISSION ROAD	FALLBROOK	AIRFIELD	H	NO
2	SAN DIEGO	907.13	GILLESPIE FIELD AIRPORT	1960	JOE CROSSON DRIVE	EL CAJON	AIRFIELD	H	YES
3	CARLSBAD	904.40	MCCLELLAN- PALOMAR AIRPORT	2198	PALOMAR AIRPORT ROAD	CARLSBAD	AIRFIELD	H	NO
4	SAN DIEGUITO	905.41	RAMONA AIRPORT	2450	MONTECITO ROAD	RAMONA	AIRFIELD	H	NO

Attachment 6.1.6 - Department of Parks and Recreation (DPR) Municipal Inventory

NO.	WATERSHED	HSU	FACILITY NAME	LOCATION		PRIORITY	303(D) / ESA
PARKS, OPEN SPACE AND PRESERVES							
LOCAL PARKS							
1	SAN DIEGUITO	905.11	4S RANCH	161180 4S RANCH PKWY	SAN DIEGO	L	UNK
2	SWEETWATER	909.21	BANCROFT	3554 JAMES CIRCLE	SPRING VALLEY	L	NO
3	SAN DIEGO	907.15	CACTUS	10610 ASHWOOD ST.	LAKESIDE	H	YES
4	SAN DIEGUITO	907.23	COLLIER	626 E ST.	RAMONA	M	NO
5	SWEETWATER	909.22	DAMON LANE (MONTE VISTA)	11502 CALLE ALBARA	EL CAJON	L	NO
6	SWEETWATER	909.22	DEL PARQUE	10502 VIA DEL PARQUE	SPRING VALLEY	L	UNK
7	SANTA MARGARITA	902.13	DON DUSSAULT	8320 ALTURAS ST.	FALLBROOK	M	UNK
8	SWEETWATER	909.22	ESTRELLA DRIVE	9810 SIERRA MADRE RD.	SPRING VALLEY	L	NO
9	SWEETWATER	909.22	EUCALYPTUS	9125 EDGEWOOD DR.	SPRING VALLEY	H	NO
11	SWEETWATER	909.22	GOODLAND ACRES	8848 TROY ST.	SPRING VALLEY	M	NO
12	SWEETWATER	909.12	HILLSDALE	FURY LANE	EL CAJON	M	NO
13	SWEETWATER	909.21	HILTON HEAD (COTTONWOOD 3)	16005 HILTON HEAD RD.	EL CAJON	H	NO
14	SAN DIEGO	907.42	JESS MARTIN	2955 HIGHWAY 79	JULIAN	M	YES
16	SWEETWATER	909.12	LAMAR STREET	3180 BANCROFT DR.	SPRING VALLEY	M	NO
17	SWEETWATER	909.12	LINCOLN ACRES	2717 GRANGER ST.	NATIONAL CITY	L	NO
18	SAN DIEGO	907.12	LINDO LAKE PARK	12660 LINDO LANE	LAKESIDE	H	YES
19	SAN LUIS REY	903.12	LIVE OAK	2746 RECHE RD.	FALLBROOK	H	NO
20	SWEETWATER	909.12	LONNIE BREWER	10925 FURY LANE	LA MESA	M	NO
21	SWEETWATER	909.23	NANCY JANE	120 NORTH PARK DR.	EL CAJON	L	NO
22	SWEETWATER	909.24	OLD IRONSIDES	326 HARBISON CANYON RD.	EL CAJON	H	NO
23	SANTA MARGARITA	902.23	RAINBOW	5157 FIFTH ST.	RAINBOW	H	NO
24	SWEETWATER	909.23	SOUTH LANE	218 SOUTH LANE (& PARK DR.)	EL CAJON	L	YES
26	SWEETWATER	909.12	STEELE CANYON	2925 STEELE CANYON RD.	EL CAJON	L	YES
27	SWEETWATER	909.12	SWEETWATER LANE SPORTSFIELD	3542 JAMES CIRCLE	SPRING VALLEY	H	NO
28	SWEETWATER	909.22	WINDRIVER (COTTONWOOD 1)	2139 WINDRIVER RD.	EL CAJON	L	NO
29	SWEETWATER	909.22	WOODHAVEN (COTTONWOOD 2)	1995 DONAHUE DR.	EL CAJON	L	NO

Attachment 6.1.6 - Department of Parks and Recreation (DPR) Municipal Inventory

NO.	WATERSHED	HSU	FACILITY NAME	LOCATION		PRIORITY	303(D) / ESA
REGIONAL PARKS							
30	TIJUANA	911.82	CAMPO HISTORICAL SITE/MUSEUM	31130 HWY. 94	CAMPO	M	NO
31	SAN DIEGO	907.22	DOS PICOS	17953 DOS PICOS ST.	RAMONA	H	YES
32	SAN DIEGO	907.15	EL MONTE	15805 EL MONTE RD.	LAKESIDE	M	YES
33	SAN DIEGUITO	905.23	FELICITA	742 CLARENCE LN.	ESCONDIDO	H	NO
34	SAN DIEGO	907.14	FLINN SPRINGS	14787 OLD HWY. #80	EL CAJON	H	YES
35	SAN LUIS REY	903.11	GUAJOME REGIONAL	3000 GUAJOME LAKE RD.	SAN LUIS REY	H	YES
36	SAN DIEGO	907.11	HERITAGE	2454 HERITAGE PARK ROW	SAN DIEGO	H	NO
37	SAN DIEGO	907.42	JULIAN PIONEER MESEUM	2845 WASHINGTON ST.	JULIAN	M	NO
38	SAN DIEGO	907.15	LAKE JENNINGS	10108 BASS RD.	LAKESIDE	H	YES
39	TIJUANA	911.5	LAKE MORENA	2550 LAKE MORENA DR.	CAMPO	H	YES
40	TIJUANA	911.41	PINE VALLEY	28810 OLD HWY. 80	PINE VALLEY	M	NO
41	TIJUANA	911.25	POTRERO	24800 POTRERO PARK DR.	POTRERO	H	NO
42	SAN DIEGUITO-CARLSBAD	905.11	SAN DIEGUITO	1628 LOMAS SANTA FE DR.	DEL MAR	H	NO
43	SWEETWETER	909.12	SWEETWATER REGIONAL PARK/SUMMIT	4370 SWEETWATER RD/6135 SAN MIGUEL RD.	BONITA	H	YES
44	SAN DIEGO	907.41	WILLIAM HEISE	4945 HEISE PARK RD.	JULIAN	H	NO
OPEN AND PRESERVE PARKS							
45	SAN DIEGO	907.22	BARNETT RANCH	SAN VICENTE ROAD	RAMONA	L	NO
46	SAN DIEGO	907.24	EL CAPITAN OPEN SPACE	13775 BLUE SKY RANCH RD.	LAKESIDE	L	UNK
47	SAN DIEGO	907.12	GOODEN RANCH/SYCAMORE CANYON	16281 SYCAMORE CANYON ROAD	POWAY	L	YES

Attachment 6.1.6 - Department of Parks and Recreation (DPR) Municipal Inventory

NO.	WATERSHED	HSU	FACILITY NAME	LOCATION		PRIORITY	303(D) / ESA
48	SAN LUIS REY	903.12	GOPHER CANYON ROAD PARK	GOPHER CANYON RD/TWIN OAKS VALLEY RD	BONSALL	L	NO
49	SAN LUIS REY	903.11	GUAJOME ADOBE	2210 N. SANTA FE AVE.	VISTA	M	NO
50	SAN LUIS REY	903.22	HELLHOLE CANYON	19324 SANTEE LANE	VALLEY CENTER	L	NO
51	SAN DIEGUITO	905.41	HOLLY OAKS	DYE RD./SOUTHERN OAK RD.	RAMONA	L	NO
52	LOS PENASQUITOS	906.1	LOS PENASQUITOS CANYON PRES	12020 BLACK MOUNTAIN RD.	SAN DIEGO	H	YES
53	SAN DIEGO	907.12	LOUIS A. STELZER	11470 WILDCAT CANYON RD.	LAKESIDE	M	YES
54	SAN DIEGUITO	905.11	LUSARDI CREEK	16699 RIO VISTA RD.	RANCHO SANTA FE	L	YES
55	CARLSBAD	904.51	MAGDALENA ECKE	1100 QUAIL GARDENS DRIVE	ENICITAS	L	NO
56	SAN DIEGO	907.23	MT. GOWER OPEN SPACE	17090 GUNN STAGE RD.	RAMONA	L	NO
57	SAN LUIS REY	903.21	MT. OLYMPUS	MILE MARKER 4.5, PALA-TEMECULA RD.	RAINBOW	L	UNK
58	SAN DIEGO	907.21	OAKOASIS	12620 WILDCAT CANYON RD.	LAKESIDE	L	YES
59	OTAY	910.31	OTAY LAKE PARK, OTAY VALLEY OPEN SPACE PRESERVE & REGIONAL	2270 WUESTE RD.	CHULA VISTA	L	UNK
60	SAN LUIS REY	903.31	PALOMAR MOUNTAIN	21818 CRESTLINE RD.	PALOMAR MOUNTAIN.	L	NO
61	SWEETWATER	909.12	PROVINCE HOUSE / HISTORIAN'S OFFICE	4370 SWEETWATER RD.	BONITA	M	YES
62	CARLSBAD	904.61	SAN ELIJO LAGOON E.R. & R.P, SAN ELIJO LAGOON / JENSEN PROPERTY	2710 MANCHESTER AVE.	CARDIFF	H	YES
63	SANTA MARGARITA	902.22	SANTA MARGARITA RIVER VALLEY	37385 DE LUZ RD.	FALLBROOK	L	YES
64	SAN DIEGUITO	905.54	SANTA YSABEL	HYW 79 & FARMER RD.	JULIAN	L	NO
65	SAN DIEGO	905.41	SIMON, WM. & CAROL	23500 BASSETT WAY & 18400 WOOD HILLS RD.	RAMONA	L	NO
66	TIJUANA	911.11	TIJUANA RIVER VALLEY PARK	2721 MONUMENT RD.	SAN DIEGO	H	YES
67	SAN DIEGUITO	905.54	VOLCAN MOUNTAIN WILDERNESS PRESERVE	1209 FARMERS ROAD	JULIAN	H	NO
68	SAN LUIS REY	903.22	WILDERNESS GARDENS	14209 HWY. 76	PALA	M	UNK

Attachment 6.1.6 - Department of Parks and Recreation (DPR) Municipal Inventory

NO.	WATERSHED	HSU	FACILITY NAME	LOCATION		PRIORITY	303(D) / ESA
COMMUNITY CENTERS							
69	SAN DIEGO	907.13	EL CAJON OPERATIONS	1840 WELD BOULEVARD	EL CAJON	H	YES
70	SAN LUIS REY	903.12	FALLBROOK PARK AND COMMUNITY CENTER	341 HEALD LN.	FALLBROOK	H	NO
71	SAN DIEGO	907.12	LAKESIDE COMMUNITY CENTER (LOCATED AT LINDO LAKE PARK)	9841 VINE ST.	LAKESIDE	H	YES
72	SWEETWATER	909.12	SPRING VALLEY PARK, COMMUNITY CENTER AND TEEN CENTER	8735 JAMACHA BLVD.	SPRING VALLEY	H	UNK

Attachment 6.1.7. Offices and Other Municipal Buildings Inventory

NO.	WATERSHED	FACILITY NAME	LOCATION			CATEGORY	PRIORITY	ESA/303(d)
OFFICES AND OTHER BUILDINGS								
AGRICULTURE WEIGHTS AND MEASURES								
1	SAN DIEGO BAY	AGRICULTURE INSECTARY	511	G STREET	CHULA VISTA	OTHER - DGS	M	NO
ANIMAL SHELTERS								
2	CARLSBAD	NORTH COUNTY ANIMAL SHELTER	2481	PALOMAR AIRPORT ROAD	CARLSBAD	OTHER - DGS	H	NO
3	SAN DIEGO BAY	SOUTH COUNTY ANIMAL SHELTER	5821	SWEETWATER ROAD	BONITA	OTHER - DGS	H	NO
COURTHOUSES								
4	SAN DIEGO BAY	FAMILY COURT	1501	SIXTH AVE	SAN DIEGO	JAILS AND COURTS	M	NO
5	SAN DIEGO BAY	HALL OF JUSTICE	330	WEST BROADWAY	SAN DIEGO	JAILS AND COURTS	M	NO
6	SAN DIEGO RIVER	JUVENILE PROBATION CENTER	2901	MEADOWLARK DRIVE	SAN DIEGO	JAILS AND COURTS	H	NO
7	SAN DIEGO BAY	MADGE BRADLEY MUNICIPAL COURTS	1409	FOURTH AVENUE	SAN DIEGO	JAILS AND COURTS	M	NO
8	SAN DIEGO RIVER	TRAFFIC / SMALL CLAIMS COURT	8950	CLAIREMONT MESA BLVD	SAN DIEGO	JAILS AND COURTS	M	NO
DETENTION FACILITIES								
9	SAN DIEGO BAY	CAMP BARRETT-PROBATION	21077	LYONS VALLEY ROAD	ALPINE	JAILS AND COURTS	M	NO
10	SAN DIEGO BAY	DESCANSO DETENTION FACILITY (NON TREATMENT PLANT)	7878	CAMPBELL RANCH RD	ALPINE	JAILS AND COURTS	M	NO
11		DODSON HOME / WORK FURLOUGH	551	SOUTH 35TH STREET	SAN DIEGO	JAILS AND COURTS	M	NO
12	SAN DIEGO BAY	GEORGE BAILEY / EAST MESA DETENTION FACILITY	446	ALTA ROAD	CHULA VISTA	OTHER - DGS	H	YES
13	SAN DIEGO RIVER	LAS COLINAS DETENTION FACILITY	9000	COTTONWOOD AVE	SANTEE	JAILS AND COURTS	M	NO

Attachment 6.1.7. Offices and Other Municipal Buildings Inventory

NO.	WATERSHED	FACILITY NAME	LOCATION			CATEGORY	PRIORITY	ESA/303(d)
14	TIJUANA RIVER	RANCHO DEL CAMPO PROBATION HONOR CAMP	957	FORREST GATE ROAD	CAMPO	JAILS AND COURTS	M	NO
15	SAN DIEGO BAY	SAN DIEGO CENTRAL DETENTION FACILITY	1173	FRONT STREET	SAN DIEGO	JAILS AND COURTS	M	NO
LIBRARIES								
16	SAN DIEGUITO RIVER	4S RANCH	10433	RESERVE DRIVE	SAN DIEGO	LIBRARIES	M	NO
17	CARLSBAD	CARDIFF BY THE SEA LIBRARY	2801	NEW CASTLE AVENUE	CARDIFF	LIBRARIES	M	NO
18	SAN DIEGO RIVER	EL CAJON BRANCH LIBRARY	201	EAST DOUGLAS AVE.	EL CAJON	LIBRARIES	M	NO
19	SANTA MARGARITA RIVER	FALLBROOK LIBRARY	124	S. MISSION ROAD	FALLBROOK	LIBRARIES	M	NO
20	SAN DIEGO RIVER	FLETCHER HILLS BRANCH LIBRARY	576	GARFIELD AVE	EL CAJON	LIBRARIES	M	NO
21	TIJUANA RIVER	IMPERIAL BEACH LIBRARY	810	IMPERIAL BEACH BLVD	IMPERIAL BEACH	LIBRARIES	M	NO
22	SAN DIEGO RIVER	JULIAN LIBRARY	1856	HIGHWAY 78	JULIAN	LIBRARIES	M	NO
23	SAN DIEGO BAY	LA MESA BRANCH LIBRARY	8055	UNIVERSITY AVE	LA MESA	LIBRARIES	M	NO
24	SAN DIEGO RIVER	LAKESIDE BRANCH LIBRARY	9839	VINE ST	LAKESIDE	LIBRARIES	M	YES
25	SAN DIEGO BAY	LINCOLN ACRES LIBRARY / COMMUNITY CENTER	2717	GRANGER AVENUE	NATIONAL CITY	LIBRARIES	M	NO
26	SAN DIEGO BAY	RANCHO SAN DIEGO LIBRARY	11555	VIA RANCHO	EL CAJON	LIBRARIES	M	NO
27	CARLSBAD	SAN MARCOS LIBRARY	2	CIVIC CENTER DRIVE	SAN MARCOS	LIBRARIES	M	NO
28	SAN DIEGO BAY	SPRING VALLEY LIBRARY AND TEEN CENTER	836	KEMPTON STREET	SPRING VALLEY	LIBRARIES	M	NO

Attachment 6.1.7. Offices and Other Municipal Buildings Inventory

NO.	WATERSHED	FACILITY NAME	LOCATION			CATEGORY	PRIORITY	ESA/303(d)
29	SAN LUIS REY RIVER	VALLEY CENTER LIBRARY	29200	COLE GRADE ROAD	VALLEY CENTER	LIBRARIES	M	NO
GENERAL OFFICE BUILDINGS								
30	SAN DIEGO RIVER	ASSESSOR'S OFFICE EL CAJON	200	SOUTH MAGNOLIA AVENUE	EL CAJON	OFFICE BUILDINGS AND HEALTH CARE FACILITIES	M	NO
31	SAN DIEGO RIVER	ASSESSOR'S OFFICE KEARNY MESA	9225	CLAIREMONT MESA BLVD	SAN DIEGO	OFFICE BUILDINGS AND HEALTH CARE FACILITIES	M	NO
32	SAN DIEGO BAY	FRANTZ / STAHLMAN BUILDINGS		UNION STREET SWC @ B STREET	SAN DIEGO	JAILS AND COURTS	M	NO
33	SAN DIEGO RIVER	HOUSING & COMM. DEVELOPMENT	3989	RUFFIN ROAD	SAN DIEGO	OFFICE BUILDINGS AND HEALTH CARE FACILITIES	M	NO
34	SAN DIEGO BAY	OHIO STREET ADULT PROBATION CENTER	3977	OHIO STREET	SAN DIEGO	JAILS AND COURTS	M	NO
35	SAN DIEGUITO RIVER	RAMONA BRANCH BUILDINGS	1406	MONTECITO ROAD	RAMONA	OFFICE BUILDINGS AND HEALTH CARE FACILITIES	M	NO
36	SAN DIEGO BAY	STARR BUILDING	734	WEST BEECH STREET	SAN DIEGO	OFFICE BUILDINGS AND HEALTH CARE FACILITIES	M	NO
HHSA FACILITIES								
37	SAN DIEGO BAY	CENTRAL REGIONAL PUBLIC HEALTH CENTER	5202	UNIVERSITY AVE	SAN DIEGO	OFFICE BUILDINGS AND HEALTH CARE FACILITIES	M	NO
38	SAN DIEGO BAY	COMPREHENSIVE HEALTH CARE CENTER	3177	OCEAN VIEW BLVD	SAN DIEGO	OFFICE BUILDINGS AND HEALTH CARE FACILITIES	M	NO

Attachment 6.1.7. Offices and Other Municipal Buildings Inventory

NO.	WATERSHED	FACILITY NAME	LOCATION			CATEGORY	PRIORITY	ESA/303(d)
39	SAN DIEGO BAY	CRASH (GOLDEN HILL HOUSE)	2410	E STREET	SAN DIEGO	OFFICE BUILDINGS AND HEALTH CARE FACILITIES	M	NO
40	SAN DIEGO RIVER	EL CAJON FAMILY RESOURCE CENTER	220	FIRST STREET	EL CAJON	OFFICE BUILDINGS AND HEALTH CARE FACILITIES	M	NO
41	SAN DIEGO RIVER	EMERGENCY MEDICAL SERVICES	6255	MISSION GORGE ROAD	SAN DIEGO	OFFICE BUILDINGS AND HEALTH CARE FACILITIES	M	NO
42	CARLSBAD	ESCONDIDO HHSA DISTRICT OFFICE	620	EAST VALLEY PARKWAY	ESCONDIDO	OFFICE BUILDINGS AND HEALTH CARE FACILITIES	M	YES
43	CARLSBAD	ESCONDIDO PUBLIC HEALTH CENTER	606	EAST VALLEY PARKWAY	ESCONDIDO	OFFICE BUILDINGS AND HEALTH CARE FACILITIES	M	YES
44	CARLSBAD	ESCONDIDO HHSA REGIONAL TRAINING CENTER	600	EAST VALLEY PARKWAY	ESCONDIDO	OFFICE BUILDINGS AND HEALTH CARE FACILITIES	M	YES
45	SANTA MARGARITA RIVER	FALLBROOK PUBLIC HEALTH CENTER	130	EAST ALVARADO ST	FALLBROOK	OFFICE BUILDINGS AND HEALTH CARE FACILITIES	M	NO
46	SAN DIEGO BAY	HEALTH SERVICES COMPLEX AND PSYCH. HOSPITAL	3851 / 3853	ROSECRANS ST	SAN DIEGO	OFFICE BUILDINGS AND HEALTH CARE FACILITIES	H	NO
47	SAN DIEGO BAY	HOUSE OF METAMORPHOSIS	2970	MARKET ST	SAN DIEGO	OFFICE BUILDINGS AND HEALTH CARE FACILITIES	M	NO
48	PEÑASQUITOS	LEVANT SERVICE CENTER	6950	LEVANT ST	SAN DIEGO	OFFICE BUILDINGS AND HEALTH CARE FACILITIES	M	NO

Attachment 6.1.7. Offices and Other Municipal Buildings Inventory

NO.	WATERSHED	FACILITY NAME	LOCATION			CATEGORY	PRIORITY	ESA/303(d)
49	SAN DIEGO RIVER	NEW ALTERNATIVES (HILLCREST RECEIVING HOME)	4307	THIRD AVENUE	SAN DIEGO	OFFICE BUILDINGS AND HEALTH CARE FACILITIES	M	NO
50	PEÑASQUITOS	NORTH SAN DIEGO PUBLIC HEALTH CENTER	2440	GRAND AVENUE	SAN DIEGO	OFFICE BUILDINGS AND HEALTH CARE FACILITIES	M	NO
51	SAN DIEGO RIVER	NORTHEAST FAMILY RESOURCE CENTER	5001	73RD ST	SAN DIEGO	OFFICE BUILDINGS AND HEALTH CARE FACILITIES	M	NO
52	CARLSBAD	OCEANSIDE BRANCH BUILDINGS	1701	MISSION AVENUE	OCEANSIDE	OFFICE BUILDINGS AND HEALTH CARE FACILITIES	M	NO
53	CARLSBAD	OCEANSIDE PUBLIC HEALTH CENTER	104	SOUTH BARNES ST.	OCEANSIDE	OFFICE BUILDINGS AND HEALTH CARE FACILITIES	M	NO
54	SAN DIEGO RIVER	POLINSKY CHILDRENS CENTER	9400	RUFFIN COURT	SAN DIEGO	OFFICE BUILDINGS AND HEALTH CARE FACILITIES	M	NO
55	SAN DIEGO RIVER	SAN PASQUAL ACADEMY	17701	SAN PASQUAL VALLEY ROAD	ESCONDIDO	OTHER - DGS	H	YES
56	SAN DIEGO BAY	SOUTHEAST FAMILY RESOURCE CENTER	4588	MARKET ST	SAN DIEGO	OFFICE BUILDINGS AND HEALTH CARE FACILITIES	M	NO
REGIONAL OPERATION CENTERS								
57	SAN DIEGO RIVER	COUNTY OPERATIONS CENTER	5555	OVERLAND AVE	SAN DIEGO	OTHER - DGS	H	NO
58	SAN DIEGO RIVER	COUNTY OPERATIONS CENTER ANNEX	5201	RUFFIN ROAD	SAN DIEGO	OTHER - DGS	H	NO
59	SAN DIEGO RIVER	EAST COUNTY REGIONAL CENTER	250	EAST MAIN ST	EL CAJON	OTHER - DGS	M	NO
60	CARLSBAD	NORTH COUNTY REGIONAL CENTER	325	S. MELROSE DRIVE	VISTA	OTHER - DGS	H	NO

Attachment 6.1.7. Offices and Other Municipal Buildings Inventory

NO.	WATERSHED	FACILITY NAME	LOCATION			CATEGORY	PRIORITY	ESA/303(d)
61	SAN DIEGO BAY	SOUTH COUNTY REGIONAL CENTER	500	THIRD AVENUE	CHULA VISTA	OTHER - DGS	H	NO
SHERIFF FACILITIES								
62	CARLSBAD	ENCINITAS SHERIFF STATION	175	N. EL CAMINO REAL	ENCINITAS	SHERIFF SUBSTATIONS	M	NO
63	SANTA MARGARITA RIVER	FALLBROOK SHERIFF SUBSTATION	426	EAST ALVARADO	FALLBROOK	SHERIFF SUBSTATIONS	M	NO
64	SAN DIEGO RIVER	JULIAN SHERIFF SUBSTATION	2907	WASHINGTON ST., BUILDING C	JULIAN	SHERIFF SUBSTATIONS	M	NO
65	SAN LUIS REY RIVER	RANCHITA / WARNER SPRINGS SHERIFF SUBSTATION	25704	SAN FELIPE ROAD	WARNER SPRINGS	SHERIFF SUBSTATIONS	M	NO
66	SAN DIEGO RIVER	SANTEE SHERIFF STATION	8811	CUYAMACA ST	SANTEE	SHERIFF SUBSTATIONS	M	NO
67	SAN DIEGO RIVER	SHERIFF'S ADMINISTRATION CENTER	9621	RIDGEHAVEN COURT	SAN DIEGO	OTHER - DGS	H	NO
68	PEÑASQUITOS	SHERIFF'S REGIONAL CRIME LAB	5255	MOUNT ETNA DRIVE	SAN DIEGO	OTHER - DGS	M	NO
69	SAN LUIS REY RIVER	VALLEY CENTER SHERIFF SUBSTATION	28205	N. LAKE WOHLFORD ROAD	VALLEY CENTER	SHERIFF SUBSTATIONS	M	NO

**Attachment 6.2 – Description of Pollutant-Generating-Activities (PGAs) for
Municipal Sources**

PGA Reference	<p style="text-align: center;">Attachment 6.2 Pollutant Generating Activities for Municipal Sources</p>
<i>Category A: Management of Materials and Wastes</i>	
A.1	MATERIALS MANAGEMENT AND STORAGE
A.1.a	<p><u>Materials Loading and Unloading.</u> Outdoor loading and unloading activities that occur in areas not confined within a facility. These activities could include any assortment of materials and pollutants. Loading and unloading activities generally include the use of large equipment such as loaders, forklifts, dump trucks, or cranes.</p>
A.1.b	<p><u>Storage of Materials.</u> The storage of dry materials outdoors may contribute pollutants to runoff if not covered and/or raised to prevent contact with water. Materials generally associated with outside storage are stockpiles of raw materials such as dirt, aggregate, mulch, compost, as well as finished products, by-products, containers, and cast off parts and pieces. Resulting runoff can become contaminated when materials/pollutants wash off and dissolve or become suspended in water runoff, or are indirectly added to runoff by spills and leaks.</p>
A.1.c	<p><u>Liquid Container Storage.</u> Accidental releases of liquid materials from above ground storage tanks, drums, dumpsters, and other containers may contaminate water runoff when not properly managed. Potential pollutants include petroleum products (gas, diesel, etc.), oils, greases, lubricants, solvents, wastewater, or any liquid substance that is not clean water. Improperly stored items may contribute to accidental spills. Materials spilled, leaked, or lost from liquid storage containers may accumulate in soils or on other surfaces and can be carried away with runoff.</p>
A.2	WASTE HANDLING AND STORAGE
A.2.a	<p><u>Hazardous Waste.</u> Improper management and disposal of hazardous wastes can result in the discharge of a variety of toxic compounds. Used or discarded solvents, petroleum products, oils, grease, heavy metals, paint by-products, nutrients, and acidic or alkaline materials are generally associated with hazardous waste storage and handling. Universal wastes such as batteries, fluorescent tubes, gas containers, and some electronic devices are also considered hazardous. Pollutants typically associated with universal wastes are mercury, lead, cadmium, copper, etc. Hazardous and universal wastes must be disposed at a certified collection facility or by a certified collection company and may not be discarded into solid waste landfills.</p>
A.2.b	<p><u>Solid Waste.</u> Solid waste storage containers may allow pollutants to be discharged (spilled or leaked) when improperly managed. Trash and debris that are not kept in a closed trash bin can get blown away by wind. Overfilled trash bins and litter can also end up in stormwater runoff and storm drains. Trash containers that are not properly cleaned and maintained can also build up bacteria and other pollutants that will runoff if contacted by water. Trash that contains liquid substances should be emptied prior to placement in solid waste receptacles to avoid leaks and spills.</p>
A.2.c	<p><u>Food Grease and Oil.</u> Residual fats, oil, and grease are byproducts that are typically associated with food service. When water is used to wash surfaces (floors, mats, walls, sidewalks, etc.) that these byproducts come into contact with, wash water could be improperly discharged to the storm drain. Areas where washing occurs that drain to the sanitary sewer may not be equipped or designed to handle the amount of wash water produced by this activity and may result in overflows to the storm drain.</p>
A.2.d	<p><u>Pet Waste / Manure.</u> Waste from animal facilities (stables, kennels, etc.) and manure storage areas which are not contained or covered could wash into storm drains and/or waterways. Surface waters affected by animal waste generally suffer from algal growth and reduced oxygen caused by the release of nutrients in water; endangering aquatic life. Bacteria and viruses are also carried in animal waste/manure which could infect and endanger animal life.</p>
A.2.e	<p><u>Liquid Waste.</u> Outdoor storage of liquids can potentially be spilled, poured, or dumped and can flow to storm drains or nearby waterways. Liquids stored outside should be contained and covered to prevent contact with stormwater and runoff. Liquids such as oil and grease are of particular concern because they can dissolve or float on the surface of the water and are generally toxic to aquatic life. Liquid hazardous materials should have secondary containment to prevent accidental release.</p>
A.2.f	<p><u>Sanitary Wastes.</u> Sanitary wastes may be discharged to storm drains and waterways from sanitary</p>

PGA Reference	<p align="center">Attachment 6.2 Pollutant Generating Activities for Municipal Sources</p>
	<p>sewers, septic systems, and portable sanitary toilets. Discharges from septic systems are often the result of failed leach fields or broken lines. During heavy rains or snowmelt, the system may back up into the house, resulting in the removal of the clean-out plug, allowing sewage to runoff into waterways. Sewer overflows often occur during wet weather, when rainwater overwhelms the system, forcing raw sewage out the sanitary sewer and into runoff and waterways. Maintenance, cleaning, and repair of these systems may also result in a release if not properly contained. Untreated sewage carries infectious bacteria, viruses, parasites and toxic chemicals. Improper management of septic systems and portable sanitary toilets may result in excessive flows, build up of sludge and scum, and inputs of toxic compounds that can enter storm drains and waterways.</p>
A.2.g	<p><u>Green Waste</u>. Green waste includes landscape and garden waste such as grass, weeds, vegetation, flower cuttings, leaf litter, tree pruning, and hedge trimmings. Green waste often enters storm drains and waterways and decomposes. This decomposition, along with fertilizer residues, increases the amount of nutrients in the water which leads to a decrease in the available oxygen for aquatic life. Green waste can also clog the storm drain system, creating flooding problems and harborage of bacteria. Pesticide and fertilizer residues may also be carried to waterways with the green waste, often reducing reproduction or killing aquatic life. Green waste is biodegradable and should be disposed separately from other wastes and/or composted.</p>
A.2.h	<p><u>Recyclables / Reusables</u>. Recycling and reusing materials is important to reduce the amount of wastes going to landfills. Recyclable wastes have the potential to be reused or converted into raw materials for the production of new products. Recyclable products typically include the following components: glass, paper, aluminum, asphalt, iron, textiles, and plastics, as well as hazardous materials such as antifreeze and oil. Recycling and reusing items also reduces the possibility of the discarded item entering waterways.</p>
<p align="center">Category B: Vehicle and Equipment Activities</p>	
B.1	<p>VEHICLE AND EQUIPMENT STORAGE</p>
B.1.a	<p><u>Outdoor Vehicle Storage</u>. Most vehicles typically have components that contain metals, chemicals, and fluids. Dirty vehicles or poorly maintained vehicles may have accumulated sediment, debris or other material that could wash away during a storm event or as runoff. Vehicles that are in disrepair or are missing parts such as a hood, have a high likelihood of leaking fluids and contributing to polluted runoff. Common pollutants associated with stored vehicles include oil and grease, petroleum hydrocarbons, heavy metals, nutrients, sediment, and particulates from surface coatings.</p>
B.1.b	<p><u>Outdoor Equipment and Parts Storage</u>. Equipment storage may encompass a wide array of tools, vehicles and work equipment. Many of these items have working parts that could contain metals, chemicals, fluids, and may be impacted with sediment or debris.</p>
B.2	<p>VEHICLE AND EQUIPMENT REPAIR, MAINTENANCE, AND SERVICE</p>
B.2.a	<p><u>Vehicle and Equipment Repair</u>. Vehicle or equipment maintenance and repair are potentially significant sources of polluted runoff, due to use of harmful materials and wastes generated during maintenance and repair processes. Vehicle/equipment repair and service (e.g., parts cleaning, changing/charging vehicle batteries, repairing or replacing mufflers and catalytic converters, and repairing vehicle air conditioners) can impact water quality if runoff becomes polluted by the associated contaminants (metals, hydrocarbons, solvents, gasoline, etc).</p>
B.2.b	<p><u>Changing Vehicle Fluids</u>. Examples of fluids that must be periodically changed are motor oil, transmission fluid, brake fluid, and antifreeze. Changing vehicle fluids also includes temporary storage of both new and waste fluids, and management or disposal of the waste fluids. Spills and leaks that occur during changing fluids can contribute hydrocarbons, oil, grease, and heavy metals to stormwater runoff.</p>

PGA Reference	<p align="center">Attachment 6.2 Pollutant Generating Activities for Municipal Sources</p>
B.2.c	<p><u>Vehicle and Equipment Fueling.</u> These activities include transferring fuel into mobile vehicles or equipment, and any kind of fuel dispensing activities at permanent or temporary stations. Spills and leaks that occur during fueling can contribute hydrocarbons, oil, grease, and heavy metals to stormwater runoff.</p>
B.2.d	<p><u>Vehicle Washing.</u> Wash water from vehicle washing activities performed outdoors or in areas where wash water flows onto pavement and into storm drains can contribute detergents / phosphates, oils, greases, heavy metals, and suspended solids creating polluted runoff.</p>
B.2.e	<p><u>Equipment Cleaning.</u> Includes activities related to rinsing, and removal of residues from engines, tools, and equipment typically using detergent chemicals. Wash water from cleaning activities performed outdoors or in areas where wash water flows onto the pavement and into storm drains can contribute hydrocarbons and other organic compounds, oils, greases, nutrients, phosphates, heavy metals, and suspended solids to runoff.</p>
<p align="center"><i>Category C: Outdoor Area Maintenance</i></p>	
C.1	<p>BUILDING AND GROUNDS MAINTENANCE</p>
C.1.a	<p><u>Parking Areas.</u> The use and maintenance of parking lots and driveways has the potential to introduce pollutants into the storm drain system. Automotive fluids, litter, sediment, suspended solids, hydrocarbons, oil, grease, heavy metals, and food waste are some of the potential pollutants that may be discharged from the daily use of parking lots and driveways.</p>
C.1.b	<p><u>Landscaping Activities.</u> Gardening activities such as removing vegetation, exposing soils to erosion, stockpiling erosive materials, applying fertilizers and pesticides, disposing of vegetation or other landscaping debris can severely impact waterways if sufficient precautions are not taken to prevent the discharge of contaminants. Contaminants typically include total suspended solids, nutrients, heavy metals, bacteria, pesticides, and vegetative debris. Improper sprinkler maintenance can also result in over-watering, causing erosion.</p>
C.1.c	<p><u>Pesticide, Herbicide, and Fertilizer Application.</u> Over-application and misuse of pesticides, herbicides, and fertilizers result in polluted runoff. Different types of pesticides and herbicides include applications such as dusts, sprays, granular formulations, fumigants, antimicrobial paints and other surface coatings.</p>
C.1.d	<p><u>Pool, Spa, and Fountain Maintenance.</u> Maintenance of pool, spa, and fountains typically include acid washing, filter backwashing, partial draining to dilute the stabilizer concentration or to provide space while acid washing, complete draining, recharging, and treating water for recreation or ornamental purposes. Chlorine or chloramine is commonly used as a disinfectant in swimming pool water. This water, if discharged to the storm drain system, can be toxic to aquatic life. Pollutants found in lakes, lagoons, and fountains, include chemical algacides that are added to control algae mainly for aesthetic reasons (visual and odor). Improper discharges of water can also cause erosion of slopes and sedimentation to storm drains and waterways.</p>
C.1.e	<p><u>Rooftop and Downspout Maintenance.</u> Building rooftops and downspouts can generate a substantial amount of concentrated runoff from buildings. Stormwater runoff from buildings collect pollutants as water flows across rooftops. These pollutants may include oil, grease, sediment and debris from equipment located or stored on the roof.</p>
C.1.f	<p><u>Sidewalks.</u> Sidewalks and other paved impervious surfaces can collect and transport pollutants such as dirt, leaves, clippings, trash, and other associated contaminants into storm drains or waterways.</p>
C.1.g	<p><u>Break Areas and Public Areas.</u> Break areas, patios, and other paved public areas present opportunities for a variety of contaminants (e.g., leaves, clippings, dirt, trash) to accumulate on impervious surfaces and to runoff into storm drains or waterways.</p>
C.1.h	<p><u>Pressure Washing.</u> Pressurized water typically ejected from a hand-held wand or nozzle is used to clean a wide variety of surfaces and objects. The wastewater from washing sidewalks and parking structures contains all the contaminants being removed from the surface, as well as the toxic cleaning</p>

PGA Reference	<p align="center">Attachment 6.2 Pollutant Generating Activities for Municipal Sources</p>
	agents. Depending on the application, pressure washing may be conducted with added cleaners.
C.1.i	<u>Fire Sprinkler Testing and Maintenance.</u> Most commercial, industrial, and municipal buildings as well as newer residential developments have fire sprinkler systems. Fire sprinklers within buildings are usually tested once per year. Testing associated with building maintenance includes parts repair, replacement, and flushing of the water lines, in which the water is not typically contained. Test water is known to contain metals (in the form of rust), bacteria, and algae.
C.1.j	<u>Erodible Surfaces.</u> Some properties may contain areas that are denuded of vegetation or that contain slopes or surfaces subject to soil erosion. Pollutants typically associated with exposed surfaces include sediment, nutrients, and bacteria.
C.1.k	<u>Earth Moving Activities and Areas Under Construction.</u> Areas denuded of vegetation or that have recently been disturbed are subject to soil erosion, sediment transport, and sedimentation. Pollutants typically associated with construction sites and exposed surfaces include sediment, nutrients, and bacteria.
C.2	ROADS AND STREETS
C.2.a	<u>Road and Street Maintenance.</u> Streets, roads, and highways are significant sources of pollutants in stormwater runoff and should be swept or cleaned regularly to remove pollutants prior to storm events. Operation and maintenance practices of these roads and highways can also contribute to the problem if not conducted properly. Polluted runoff from roadway and bridge maintenance should be addressed on a site-specific basis. Common pollutants from road maintenance include sediment, hydrocarbons, and metals.
C.2.b	<u>Road and Street Use.</u> Streets, roads, and highways are significant sources of pollutants in stormwater runoff because their daily operation can result in spills, dumping, and accumulation of pollutants from vehicle and pedestrian use. Common pollutants from road use include sediment, hydrocarbons, metals, and trash.
C.3	STORM DRAIN SYSTEMS
C.3.a	<u>Storm Drain Operation and Maintenance.</u> As a consequence of its function, the storm drain system collects and transports stormwater and urban runoff that may contain pollutants. In the absence of routine inspection, cleaning, and maintenance, accumulated pollutants can cause flooding problems and can be discharged to waterways. Routine inspection and maintenance of storm drain system structures is necessary to ensure that they are functioning properly.
C.3.b	<u>Treatment Control BMP Maintenance.</u> Treatment control BMPs such as storm drain inserts, infiltration trenches, infiltration basins, and hydrodynamic separators must be regularly maintained in order to prevent the release of pollutants trapped within the device and to ensure the BMP continues to treat stormwater as designed.
C.3.c	<u>Illicit Discharges and Connections.</u> Illicit connections (indoor or outdoor) to the MS4, and illegal dumping in the streets and in the storm drain system, are among the largest contributors to water pollution. The exposed open flood control channels and tunnels are often easy targets for illegal dumping and trash disposal. Illegal discharges or connections should be reported and removed as soon as possible.
Category D: Specific Operations and Activities	
D.1	<u>Accident and Medical Emergency Response.</u> Emergency medical technicians respond to vehicle accidents and emergency situations that occur on roadways at businesses and at homes. Discharges of biohazardous materials and debris may occur.
D.2	<u>Animal Grooming and Washing.</u> Grooming and washing of pets or large animals can result in discharges of cleaning and pest control products, medications, fur, and sediment.
D.3	<u>Animal Keeping and Feeding.</u> Animal facilities typically increase the density of horses or livestock per acre, leading to high volumes of manure production and increased traffic on existing vegetated areas. Often compacted, bare soil is preferable for exercise rings and corrals. In addition, older facilities may

PGA Reference	<p style="text-align: center;">Attachment 6.2 Pollutant Generating Activities for Municipal Sources</p>
	be designed around or next to a waterway. These factors can increase the chances of manure, bedding, and other related wastes contaminating runoff as it leaves the site.
D.4	<u>Abrasive Blasting.</u> Abrasive blasting is a method of propelling an abrasive material against a surface under high pressure to either smooth a rough surface, roughen a smooth surface, shape a surface, or remove surface contaminants. Abrasive material is propelled using a compressed gas (usually air) or pressurized liquid (typically water). Abrasive blasting can introduce sediment, debris, paint, metals, wastewater and other pollutants into runoff.
D.5	<u>Casting, Forging, or Forming.</u> Casting, forging and forming usually includes some type of convective process to heat materials at a certain temperature, so that they may be shaped or molded to form a product. Metals and organic chemicals are common pollutants associated with the activity.
D.6	<u>Chemical Treatment.</u> This involves the application of chemicals to treat materials, which may alter or protect these materials for future use. Common chemical treatments are coating, plating, printing, inking and process treatment activities.
D.7	<u>Control Burns.</u> Control burns are performed generally during the Spring & Summer months, prior to the fire season. These burns are performed to clear dead undergrowth and to create defensible space. Burn areas adjacent to waterways, ESAs, & conveyance systems should be buffered to reduce debris and contamination.
D.8	<u>Cutting, Trimming, or Grinding.</u> These activities involve a reduction in unit size by removing a portion of the raw material used in the industrial process. This usually results in the generation of some type of waste product (typically metal, wood, or plastic) that must be removed post processing. (Does not include landscaping activities.)
D.9	<u>Differential Settling Maintenance.</u> Differential settling takes place in closed landfills due to materials settling at different rates. Soil is necessary for proper maintenance and is used to fill settled areas. Sediment is a potential pollutant.
D.10	<u>Dust and Particulate-Generating Activities.</u> Significant particulates originating from human activities such as soil disturbance, grading, excavating, burning, spraying, and other related construction and maintenance activities.
D.11	<u>Fabrication.</u> Fabrication encompasses the assemblage of many intermediate or final products. Although metal is the primary medium, others can be used, such as plastics, foam, and concrete cement. This process usually incorporates a variety of activities including cutting, welding, grinding, shaping, trimming, sanding, painting, and coating.
D.12	<u>Firefighting Field Training and Drills.</u> Training and drills are conducted at both fixed facilities and in open space environments. Activities involve the use of fire fighting equipment, hoses, water, fire retardants, and fire suppressing foam. Activities may create potential discharges of burn debris, chemicals, sediment, and litter.
D.13	<u>Fire Access Roads / Fire Break Creation and Maintenance.</u> Fire access roads and fire breaks are located throughout the County, in both developed and undeveloped areas. Activities include clearing and grading of dirt 'roads' to create a fire break or provide access to fire fighting equipment.
D.14	<u>Fire Hydrant, Tank, and Hose Testing and Maintenance.</u> Fire hydrants, tanks, and hoses are tested and maintained by Firefighters to ensure proper operation. The hydrant structure receives routine maintenance aside from flushing, and may also require repairs due to deferred maintenance, vandalism, or vehicle accidents. This may include demolition, replacement, repairs, and painting. Discharge quantities of hydrant flushing vary but are generally in hundreds of gallons, at a high velocity. Hoses and pipes are tested both in the field and at a station, and involve the flushing of water through the system to ensure proper operation. Runoff from these activities are not typically contained.
D.15	<u>Floors, Mats, and Surface Cleaning.</u> Wash water from cleaning surfaces often contains pollutants associated with the objects or surfaces being cleaned as well as the cleaning compounds used. Surface cleaning activities that allow wash water to discharge to storm drains are not disposed of properly and pollute waterways. Cleaners labeled "biodegradable" and "nontoxic" may often be harmful to aquatic life, especially after cleaning surfaces that contain fats, oils, grease, metals, or other chemicals (such as

PGA Reference	<p align="center">Attachment 6.2 Pollutant Generating Activities for Municipal Sources</p>
	herbicides, insecticides, pesticides, solvents, antifreeze, and fertilizers). Floors and mats capture droppings (food particles, oils and grease, etc.) and other pollutants such as bacteria and dirt.
D.16	<u>Food Preparation</u> . Residual fats, oil, and grease are byproducts that are typically associated with food preparation. Pollutants from food waste and toxic chemicals in cleaning products and disinfectants can harm aquatic life and human health.
D.17	<u>Gas Extraction, Well Installation and Destruction</u> . Well installation and destruction for gas extraction systems requires surface disturbance and could produce trash/debris. Extracted soils, trash and debris should be disposed of properly.
D.18	<u>Leachate Collection System Maintenance</u> . New landfills are designed with a liner intended to prevent groundwater contamination. The leachate must be monitored and the system must be maintained to prevent groundwater contamination and contaminated runoff.
D.19	<u>Methane Recovery System Maintenance and Repair</u> . Decomposing waste and debris in a landfill generates methane gas. To recover the methane gas some landfills have methane extraction/collection systems in place. Portions of these systems are buried. Routine maintenance and repairs to the system require soil disturbance. Condensate from methane recovery systems can contribute metals or other substances to runoff.
D.20	<u>Mixing</u> . Mixing activities involve the addition two or more substances and incorporate some type of device to contain and stir the products being mixed. Mixing usually generates particulates or byproducts that can enter storm drains and waterways if not properly contained or cleaned.
D.21	<u>Painting or Coating Activities</u> . Painting and coating processes usually involve spraying, rolling or dipping, in which an epoxy or coating is applied to a surface. Painting and coating activities usually generate particulates or byproducts that can enter storm drains and waterways if not properly contained or cleaned.
D.22	<u>Pesticide or Other Chemical Product Formulation</u> . Product formulation may include many steps, factors and substances. Product formulation is the process in which a product is developed from other chemicals or raw materials to form an end product. The formulation could include, but is not limited to injecting, heating, cooling, and/or inserting chemicals and raw materials.
D.23	<u>Ramp and Runway Maintenance</u> . Airport ramps and runways must be kept free of the smallest amount of debris to prevent landing accidents. Ramp and runway repair are performed on occasion. Pollutants associated with runway maintenance are metals, hydrocarbons, and sediment.
D.24	<u>Recreational Uses</u> . Parks, closed landfills, and other properties may be used for recreation by the public.
D.25	<u>Sludge Removal and Disposal</u> . Solids are removed during the treatment process through screening and from digesters.
D.26	<u>Special Events</u> . Pollutants such as trash and litter may be generated by the general public through event participation. Parks, roads, airports, and business parking-lots are common areas used for events.
D.27	<u>Treatment Pond Maintenance</u> . Wastewater treatment ponds are used to treat municipal sanitary wastes.
D.28	<u>Wastewater Treatment</u> . Wastewater is received by way of pump station and pumped into the treatment facilities to be treated. Chemicals and air are introduced through a variety of mechanisms to treat wastewater.
D.29	<u>Weed Abatement and Vegetation Clearing</u> . Weed abatement is performed prior to the fire season and includes the clearing of open space areas and river beds from weeds and invasive species. Examples would include arrundo, tamarisk, and pampas grass removal.
D.30	<u>Welding</u> . Welding is the process of binding metals together using a conductive method to heat the metals. Metal bi-products usually result from this application.

Attachment 6.3 – Temporary Community Event Permit Application and Guidance Documents

- A. Guidelines**
- B. Application Package**
- C. Guidance**
- D. Contact Lists**



County of San Diego

TEMPORARY COMMUNITY EVENTS

P.O. BOX 129261, SAN DIEGO, CA 92112-9261
(619) 338-2363 FAX (619) 338-2377

Dear Temporary Community Events Organizer:

The following guidelines are intended to help event organizers through the process of applying for a Temporary Community Event Permit (TCEP). There is no fee for a TCEP at this time.

DEFINITION

A Temporary Community Event (TCE) is defined as a public event that occurs in the County of San Diego, which is sponsored by a bona fide "non-profit" organization or a governmental organization, and is planned for a time period of more than four (4) hours, but less than four (4) days. A nonprofit organization shall be entitled to conduct a maximum of 6 community events within a 12 month period.

PERMITS/APPLICATIONS

Applicants can complete an electronic TCEP application and submit via e-mail by visiting our TCEP webpage at www.sdcounty.ca.gov/deh/fhd/cep. Emailing your application allows for faster routing and may expedite the processing of your permit. Applications are also available at any DEH office and can be submitted in paper format.

A permit is issued to the event organizer after all impacted governmental agencies have given their approval. The regulations for TCE Permits allow all vendors, except those selling food and beverages, to participate in these events without additional permits. Depending on the types of activities included in your event, other permits may apply. TCE Permit fees are waived for all nonprofit operators or vendors that are donating their profits to the sponsoring nonprofit organization.

You may submit your application up to one year in advance of a scheduled event; however, all completed applications must be submitted at least thirty (30) days prior to the event. If this event has been held before, you may use the previous application as a model. It will **not** be necessary to complete the entire application package again, just adjust the items that have changed.

Many TCEPs are issued by mail, so it is important to allow enough time for routing to the various agencies involved. Applications received less than 30 days from the event may be denied or may require "hand-carrying" by the sponsor to each agency.

COUNTY COORDINATOR

The Department of Environmental Health (DEH) is the lead department for TCE applications and permits; the TCEP Coordinator may be reached at (619) 338-2094.

GENERAL INSTRUCTIONS AND GUIDELINES FOR COMPLETING TEMPORARY COMMUNITY EVENT PERMIT (TCEP) APPLICATIONS

OVERVIEW

The organizer of an event must submit a completed application no less than thirty (30) days and no more than one (1) year, before the time of the proposed event. The event may also require several preliminary permits, licenses or certificates before the special event permit can be issued. Once the permit application is received, the County TCEP coordinator will request the clearances required from any other agencies involved. Please be aware, there may be schedule conflicts for some agencies, but every effort will be made to honor the date and times requested.

CONSIDERATIONS:

The following items need to be addressed when planning your TCE:

TRAFFIC CONTROL: The Department of Public Works - Traffic Division (858) 874-4015 is available to assist you in planning your route when the event will necessitate closing roads or is a bicycle or marathon race.

- **Impacts:** A permit from the Department of Public Works is required if your special event fits any one or more of the following descriptions:
 - The public road is closed for a parade, street fair, festival, fundraising activity or other similar action conducted by the sponsoring organization (this would include use of the road for event support such as parking or equipment staging even if the event is not conducted within the right-of-way).
 - The public road is used to conduct an organized athletic event such as a bicycle ride/race, a running event, a march/procession or a similar event where the activity is conducted within the right-of-way.
 - The proposed event will or has the potential to impact the normal operation of the roadway; such as the number of participants coming to and or leaving the event is such that it is very likely that traffic control will be needed to direct traffic into and/or out of the event site so that the normal flow of traffic is not significantly impacted.
 - The public road is closed to conduct a neighborhood Block Party.
- **Suggestions:** Send notices to businesses, residences, churches, etc., two weeks before special events. Include day, time, place, and type of activity, as well as detour or alternate route information.
- **Required Action:** A pre-approved traffic control plan must be submitted with the final TCEP application no less than 30 calendar days prior to the proposed event. Attach copies of notices that have been approved by San Diego Transit, San Diego Trolley, and others as appropriate. If your event impacts County lessees, attach of all who received advance notices and a copy of such notices to the TCEP application. Complete **Form B**.

FOOD FACILITIES: The Department of Environmental Health (DEH) - Food and Housing Division (619) 338-2222 is available to assist you in planning food handling, preparation, and distribution in the most responsible and legal manner.

- **Considerations:** Health permits are required by DEH if any food or beverages are sold or given away during special events. The permit fees will vary according to the length and profit status of the event.

- Required Action: Complete **Form C** for each food vendor.

TOILET FACILITIES: DEH recommends one (1) chemical toilet for every two hundred and fifty (250) people, based on the maximum number at the peak time.

NOISE ABATEMENT: The San Diego County Department of Planning and Land Use is responsible for regulating and controlling disturbing, excessive, or offensive noise and, therefore, may require a noise abatement permit. In some cases, a public hearing may be required. For information contact (858) 694-2177.

FIRE DEPARTMENT: Your local Fire District must review and approve the following: plans for first aid and/or emergency medical services; route for emergency vehicle access; any parade floats; use of an open flame; use of fireworks or pyrotechnics; handling of vehicle fuel; cooking facilities; the occupancy and spacing of table or enclosures; and the use of tents, air-supported structures, canopies, or any fabric shelters.

- Required Action: Attach copies of the appropriate Fire Department permit(s) to your TCEP application. If part of your event takes place inside a county-owned or leased building, please attach complete floor plans for Fire Department review.

INSURANCE REQUIREMENT: The San Diego County Risk Manager at (858) 694-2789 will assist you in determining the amount of coverage necessary for your event. The County has a Master Insurance Policy that can be used only in the following situations:

- 1) Tenant/User - This is for individuals or groups that rent County owned facilities or have permission from County to use County owned property.
- 2) Nominee - This is for events that County actually sponsors.

Risk Management can assist you in placing your coverage in the Master Policy.

The requirements for insurance will not be imposed under the following conditions: Risk Management and County Counsel have determined that the event or demonstration is an expressive activity protected by the first amendment of the U.S. Constitution.

- Required Action: If you are seeking an exemption based on first amendment expression you need to
- 1) Submit a verified statement with your TCE application that you believe that the event's purpose is first amendment expression, and that you have determined that the cost of obtaining insurance is financially burdensome to an unreasonable extent - or that it has been impossible to obtain insurance and,
 - 2) Provide the name and address of one insurance agent or other source for insurance coverage contacted to determine premium rates for coverage. Under certain circumstances, the County may still require that you indemnify and hold harmless "the County, its officers, employees and agents" from liability. (See Form D for more details.)

PARKS AND RECREATION: Most park areas cannot be reserved for the exclusive use of any one group, and access to the area by the general public must be available at all times. Vendors may not sell within the confines of a County Park without authorization from the Director of Parks and Recreation. **A permit and fee is required if the event will be held on County Park property.** Please call (877) 565-3600 for more information.

VENDORS: The TCE Ordinance does allow you exclusive control over and regulation of any vendors to be present in conjunction with your event if it takes place on County properties, roads or facilities.

➤ **Required Action:** Provide a plan for regulating and controlling vendors with your TCE application.

SALES TAX: When applying for a seller's permit to sell food, beverages, souvenirs or other goods, be sure to show San Diego as the origin of sales. This will ensure that the County receives its share of these taxes.

REVIEW OF TCEP APPLICATION: The following is a list of County Departments that may be reviewing your permit application to determine the effect of your proposed plans on public health, safety and convenience. You may wish to contact these departments in your planning stages for information that may help you prepare the permit application. When you phone the departments ask for the "special event coordinator." If the number has changed, contact the TCEP coordinator at (619) 338-2094.

CLEANUP PLAN: You will be required to attach to your TCE application a post-event cleanup and materials preservation plan. This is in lieu of a refundable cleanup fee and surety bond. Should you fail to perform adequate cleanup or should damage occur to County property and facilities, you will be billed for the actual County cost for cleanup and repair. Additionally, such failure may result in the denial of a future permit application or the requirement of a deposit of cash or a surety bond for future events.

PERMIT APPROVAL: Upon receipt of all agency approvals, a permit shall be issued unless the Department of Environmental Health makes any of the findings set forth in Section 16.109 of the San Diego County Code of Regulatory Ordinances, or determines that any of the following conditions will occur and that the event organizer is unable to mitigate the problems.

PERMIT DENIAL:

1. The conduct of the TCE will interrupt the safe and orderly movement of public transportation or other vehicular or pedestrian traffic in the event area.
2. The conduct of the TCE will require the diversion of so great a number of law enforcement personnel from their normal duties as to prevent reasonable law enforcement protection to the remainder of the County.
3. The concentration of persons, animals, or vehicles will unduly interfere with the movement of Sheriff, Highway Patrol, fire, ambulance and other emergency vehicles.

4. The applicant was unable or unwilling to conduct a special event, pursuant to the terms and conditions of any previously issued permit, and is unable to demonstrate to the TCE Coordinator that they are now able and willing to comply with the requirements of the terms and conditions that would be included in the permit.

If the DEH denies an application, the applicant shall be notified immediately in writing and by phone. Applicants may appeal denials pursuant to the provisions of the Uniform Licensing Procedures (Sections 16.109 et. seq.)

EVENT CANCELLATION: If your event is cancelled, please contact the County of San Diego's TCEP Coordinator at (619) 338-2094 as soon as possible to avoid unnecessary expenses.



County of San Diego

TEMPORARY COMMUNITY EVENTS

P.O. BOX 129261, SAN DIEGO, CA 92112-9261
(619) 338-2968 FAX (619) 338-2377

TCEP PRE-APPLICATION QUESTIONNAIRE

IMPORTANT: SAVE THIS DOCUMENT to your computer now and re-open in Acrobat Reader. [Help?](#)

Please review the following questions carefully as they will guide you through the required TCEP Application components.

1. Does your event fall under the definition of TCE? ☐ YES ☐ NO
If you checked YES, please complete FORM A, TCE permit application.
If you checked NO, this is not the correct application for your event.
Contact the Sheriff's License Division at (858) 974-2020.
2. Have you checked with County Zoning to verify eligibility for your event site? ☐ YES ☐ NO
If you checked NO, please call County Zoning at (858) 565-5981 to get information on the zoning for your event site. Certain zones in the County do not allow Temporary Events. You must have an Assessor's Parcel Number for your site, or the site address.
3. Will your TCE require County road closures or usage? ☐ YES ☐ NO
If you checked YES, please complete FORM B, Department of Public Works.
4. Will you be serving food or beverages at your TCE? ☐ YES ☐ NO
If you checked YES, please complete FORM C, Department of Environmental Health, Temporary Food Facility Sponsor application. Additionally, a Temporary Food Facility Permit must be obtained by **each** vendor.
5. Will a temporary structure, including scaffolding, stages or other structures be built and/or will electricity be used at this event? ☐ YES ☐ NO
If yes to either question, please complete FORM D, Department of Planning and Land Use, Building Division.
6. Will your event generate any music or noise on or off the site? ☐ YES ☐ NO
If you checked YES, please complete FORM D, Department of Planning and Land Use, Noise.
7. Will your event have over 2,000 attendees* per day within the grounds of the event operation? ☐ YES ☐ NO
*Attendees include people attending the event, those working at it, and volunteers.
If you checked YES, please complete FORM E, Special Event Waste Management Plan.
8. Will your event be held completely within the confines of a County Park? ☐ YES ☐ NO
If you checked YES, please contact the Department of Parks & Recreation at (877) 565- 3600.

Submitting TCEP Application

Once all required forms are complete, [click here](#) for instructions on submitting your TCEP Application.



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TEMPORARY COMMUNITY EVENT PERMIT (TCEP) APPLICATION – FORM A

I. APPLICANT

Event Name _____

Type of Event (Fair, Garden Show, 10K Run etc.) _____

Event Date(s) 1) _____ 2) _____ 3) _____ 4) _____

Event Location - Assessor's Parcel # _____

Address _____ City _____ State CA Zip _____

Application Type: ☐ New ☐ Renewal of/ or Change in a previous Application

Sponsoring Organization's Name _____

Address _____ City _____ State CA Zip _____

Non-Profit Status & No. _____

Org. Phone: Day _____ Evening _____ Cell / Other _____

Fax _____ Website URL _____

Attach a written communication from the organization(s) in whose name the event will be advertised which authorizes you, the contact person, to apply for this TCEP on its behalf.

Organization Contact/Representative _____

Address _____ City _____ State CA Zip _____

Contact Phone: Day _____ Evening _____ Cell / Other _____

Fax _____ Email _____

Alternate Contact Name _____

Contact Phone: Day _____ Evening _____ Cell / Other _____

CANCELLATION OR REVOCATION NOTICE: If this event is canceled, notice must be given to the DEH TCEP Coordinator at (619) 338-2968. Otherwise, personnel and equipment may be needlessly dispatched.



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II. EVENT PRINCIPALS:

Event Principals include professional event organizers, event promoters, financial underwriters, commercial sponsors, contractors, charitable agencies for whose benefit the event is being produced, the organization or organizations in whose name the event is being advertised, and all others administratively, financially, and organizationally involved as principals in the production of the proposed special event.

☐ Same as Organization Contact

Primary Event Contact/Representative _____

Organization/Business/Agency/Affiliation _____

Title with Regard to the Event _____

Functional Responsibility _____

Address _____ City _____ State CA Zip _____

Contact Phone: Day _____ Evening _____ Cell / Other _____

Fax _____ Email _____

Will this person have authority to cancel or greatly modify event plans? ☐ YES ☐ NO

Will this person be present at the event area or areas and in charge of the event at all times? ☐ YES ☐ NO

Secondary Event Contact/Representative _____

Organization/Business/Agency/Affiliation _____

Address _____ City _____ State CA Zip _____

Contact Phone: Day _____ Evening _____ Cell / Other _____

Fax _____ Email _____

Functional Responsibility _____

Title with Regard to the Event _____

Will this person have authority to cancel or greatly modify event plans? ☐ YES ☐ NO

Will this person be present at the event area or areas and in charge of the event at all times? ☐ YES ☐ NO

Alternate Event Contact/Representative _____

Organization/Business/Agency/Affiliation _____

Address _____ City _____ State CA Zip _____

Contact Phone: Day _____ Evening _____ Cell / Other _____

Fax _____ Email _____

Title with Regard to the Event _____

Functional Responsibility _____

Will this person have authority to cancel or greatly modify event plans? ☐ YES ☐ NO

Will this person be present at the event area or areas and in charge of the event at all times? ☐ YES ☐ NO



County of San Diego

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III. REQUESTED EVENT DETAILS: (Complete Lines A through F)

A. Requested dates(s) and time(s):

DAY #	DATE	FROM TIME	TO TIME
DAY #1		<input checked="" type="radio"/> AM <input type="radio"/> PM	<input type="radio"/> AM <input checked="" type="radio"/> PM
DAY #2		<input checked="" type="radio"/> AM <input type="radio"/> PM	<input type="radio"/> AM <input checked="" type="radio"/> PM
DAY #3		<input checked="" type="radio"/> AM <input type="radio"/> PM	<input type="radio"/> AM <input checked="" type="radio"/> PM
DAY #4		<input checked="" type="radio"/> AM <input type="radio"/> PM	<input type="radio"/> AM <input checked="" type="radio"/> PM

B. Set up beginning date: _____ Time _____ ☐ AM ☐ PM

C. Set Up Location(s):

Address _____ City _____ State CA Zip _____

D. Dismantle by date: _____ Time: _____ ☐ AM ☐ PM

E. Anticipated number of Attendees per day:

Participants (including staff, volunteers, contractors, and/or vendors): _____

Visitors & Guests: _____

Total Number of Attendees per day: 0

F. Attach a copy or a draft of the entry form for participants/spectators.

IV. INSURANCE

Include your plans for the insurance you intend to have for this event. Final documents must be approved by the County at least 10 working days prior to your event. If these documents are not provided, or are inadequate, your permit may not be issued.

PLEASE NOTE: The Sponsoring Organization and any other Event Principals must maintain insurance for the duration of the event. To determine the amount of coverage necessary, please contact the County of San Diego's Risk Management Division. Please note that the insurance requirements depend upon the risk level of the event. [Click here for Insurance Requirements](#)

Insurance Agency: _____

Agency Representative: _____

Address _____ City _____ State CA Zip _____

Agency Phone No. _____ Agency Fax No. _____

Insurance Carrier _____ Expiration Date _____

Policy Number _____ Policy Limit \$ _____

Policy Type ☐ Commercial General Liability ☐ Liquor Liability

List all other Public Entities impacted by the event.

--



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V. SANITATION:

- A. Provide name of Waste Disposal Company contracted for cleanup effort.
- B. Describe the number, type and location of portable or permanent toilets for the event. Include any other plan you have for ensuring post-event cleanliness and material preservation of County facilities, equipment, premises and streets. [Click Here for Policy](#)
- C. Indicate who will be responsible for cleaning up after animals during and after the event.

VI. EVENT LOCATION MAP

Provide and attach a detailed location map for your event and check off items below that apply to your event. Indicate the site(s) for these items on the map(s) using the letter(s) below (i.e., A.B.C. etc.).

<input type="checkbox"/>	A. Temporary or permanent structure including tent, air-supported scaffolding, booths, stages, platforms, reviewing stands, grandstands, or bleachers constructed for the event.
<input type="checkbox"/>	B. If a route or street closure is involved, show the set up, staging area, start, route and route closures (indicate directions with arrows), finish area and the area for post-event festivities for each day of the event (see IX C).
<input type="checkbox"/>	C. If a route or street closure is involved, show the places for fire lanes or emergency vehicle access and suggested detours for vehicular traffic for each day of the event (see IX C).
<input type="checkbox"/>	D. If a relay is involved, indicate hand-off points.
<input type="checkbox"/>	E. Entertainment or stage locations including location, direction and number of audio amplifiers.
<input type="checkbox"/>	F. Alcoholic beverage concession area.
<input type="checkbox"/>	G. Food & Non-alcoholic beverage concession areas.
<input type="checkbox"/>	H. General merchandise concession areas.
<input type="checkbox"/>	I. Portable and permanent toilets.
<input type="checkbox"/>	J. First aid facilities and ambulance locations.
<input type="checkbox"/>	K. Event participant and/or spectator parking areas.
<input type="checkbox"/>	L. Event organizers command post.
<input type="checkbox"/>	M. Fireworks or pyrotechnics site.
<input type="checkbox"/>	N. Vehicle fuel handling site and parked vehicle exhibits.
<input type="checkbox"/>	O. Cooking areas: <input type="checkbox"/> Gas <input type="checkbox"/> Electricity <input type="checkbox"/> Charcoal <input type="checkbox"/> Other _____
<input type="checkbox"/>	P. Site of electrical wiring to be installed and / or type of generator being used.
<input type="checkbox"/>	Q. Trash containers (indicate number): _____ Dumpsters: _____
<input type="checkbox"/>	R. Recycle Bins (indicate number) _____
<input type="checkbox"/>	Other: _____



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VII. AVAILABILITY OF ENTERTAINMENT, BEVERAGES AND/OR FOOD

A. Will Alcoholic Beverages be served? ☐ YES ☐ NO

☐ Same as Primary Organization Contact

Organization applying for ABC License: _____

Contact person _____

Address _____ City _____ State CA Zip _____

Phone No. _____ Fax No _____

NOTE: Alcohol may not be served or sold without a valid Alcoholic Beverage Control (ABC) Permit. Approval from the Sheriff will be provided to ABC upon receipt of acceptable liquor liability from Risk Management.

A1. If yes, describe how, where, when and by whom the alcoholic beverages will be served.

A2. If yes, describe what system will be used to ensure that alcoholic beverages will be consumed only by those persons 21 years or older.

B. Please check all activities that apply, or may apply to your event:

- | | | | |
|-----------------------------------|--------------------------------------|---|---|
| <input type="checkbox"/> Parade | <input type="checkbox"/> Art Show | <input type="checkbox"/> Casino | <input type="checkbox"/> Fireworks Display |
| <input type="checkbox"/> Rodeos | <input type="checkbox"/> Carnival | <input type="checkbox"/> Gaming Activities | <input type="checkbox"/> Beer Garden |
| <input type="checkbox"/> Gymkhana | <input type="checkbox"/> Marathon | <input type="checkbox"/> Dancing | <input type="checkbox"/> Rides |
| <input type="checkbox"/> Craft | <input type="checkbox"/> Petting Zoo | <input type="checkbox"/> Live Entertainment | <input type="checkbox"/> Other (Please specify) |

Provide a description of each activity. If there is a private contractor for any activities, provide their name and contact information.

C. Will pre-packaged or other food and/or non-alcoholic beverages be served?

1. ☐ YES ☐ NO

2. ☐ Sold ☐ Served free of charge

If yes, you will need to complete Form C, Dept. of Environmental Health (DEH) Special Event Organizer/Sponsor Permit.

D. Is this a catered event? ☐ YES ☐ NO

If yes, please provide the name, address, telephone and license number of the caterer.

Caterer Name _____

Caterer Permit Number _____

Address _____ City _____ State CA Zip _____

Caterer Phone No. _____ Caterer Fax No _____



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- E. If you intend to cook food in the event area, describe your area layout, including fuel or electrical source to be used. Please attach your plans for isolating (roping off) and protecting against accidents.

- F. If you intend to sell food, beverages, souvenirs, or other products, you will need a seller's permit from the State Board of Equalization (See attachment).

VIII. SECURITY AND SAFETY PROCEDURES:

- A. Describe your proposed procedures for set up, operation, internal security and crowd control. Please do not list the Sheriff's Department unless you have a pre-arranged agreement or contract with the Department. Sheriff's Department does not provide internal security for events.

Security Org Name _____

Security Org License Number _____

Address _____ City _____ State CA Zip _____

Phone No. _____ Fax No _____

- B. If the event is to occur at night, describe how you are going to light the event area in order to increase the safety of participants and spectators (Provide attachment for Sheriff).

- C. If your event includes vehicles or animals, describe the minimum and maximum speeds of the event and the minimum and maximum intervals of space to be maintained between units

- D. Is this a bicycle race? ☐ YES ☐ NO

Sanction # _____ Sanctioning Organization _____

NOTE: Races are normally not allowed on a County maintained road

- E. Is this a bicycle tour? ☐ YES ☐ NO

If yes, how will you advise cyclists to follow the "RULES OF THE ROAD" as defined by California Vehicle Code, Section 21202a, and is necessary since the ROADS CANNOT BE CLOSED. How will you enforce this requirement? How many monitors at intersections will you use? Will you use lead bicyclists as intersection monitors? (See Form B, Department of Public Works)



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F. Will you use a staggered start? ☐ YES ☐ NO

G. How many riders will be released in each group? _____

H. How much time will elapse between each group's start? _____

I. Will you be awarding prizes to participants? ☐ YES ☐ NO

NOTE: Prizes may not be awarded for first or fastest finishes for a bicycle tour.

If YES, for what?

J. What participant safety equipment will be required?

K. Give name, address and phone numbers of the agency or agencies that will provide first aid staff and equipment. Attach written plans for such services to this application. Include types of medical staff such as M.D.'s, R.N.'s, E.M.T.'s, etc.

First Aid Agency Name _____

Address _____ City _____ State CA Zip _____

Phone No. _____ Fax No _____

Indicate emergency medical services to be provided for the event. To determine appropriate level of service, contact your local Fire Department or agency.



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IX. ADDITIONAL AUTHORIZATION OR INSPECTION REQUIREMENTS:

A. Which of the following items will be used at your event (check all that apply):

- ☐ Parade Floats ☐ Cooking Facilities ☐ Enclosures ☐ Canopies
☐ Open Flame ☐ Vehicle Fuel ☐ Tents ☐ Any fabric shelter
☐ Fireworks / Pyrotechnics ☐ Air supported structures

If you checked any of the items above, you must attach a copy of your local fire department permit or letter of authorization

B. If you checked Fireworks / Pyrotechnics above, provide the following information for the licensed company contracted for your event. Pyrotechnic companies displaying fireworks **must** submit their current Sheriff's FW#

Company Name _____

Sheriff's License No. _____

Contact Name _____

Address _____ City _____ State CA Zip _____

Phone No. _____ Fax No. _____

C. Does your event involve the use of State Highways or thoroughfares? ☐ YES ☐ NO

If yes, it may be necessary for you to contact the California Highway Patrol and to secure an encroachment permit from the State of California Department of Transportation (CalTrans). Attach a copy of your permit

X. MITIGATION OF THE IMPACT ON OTHERS:

Fully describe your plans to notify, two weeks in advance, affected businesses and citizens about the event including notices through local publications and other media, direct mail announcements, neighborhood postings or door-to-door notices. Such notices should reflect the types(s) of event(s) and activity(ies), as well as the day(s), date(s), time(s) and site(s) affected. Detours and alternate routes for transportation system should also be included.

Letters of support and cooperation from impacted businesses, churches, etc., should be attached to this application.

Additionally, you might notify all transportation suppliers in your local area about your plans. Submit all public notices, press releases, and any other information about route changes to these agencies for their pre-approval before printing or publishing.



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XI. VENDORS OR CONCESSIONAIRES

- A. Describe what vendors or concessionaires you will allow in conjunction with the event, and the purpose or purposes of these concessions.

- B. Describe how you intend to regulate, monitor and control the type, number and quality of vendors/concessionaires whom you may permit to operate in conjunction with the event. Include floor plans for placement of booths, tables, etc., and plans for security; I. D. Bracelets, decals, badges, etc.

- C. **The organizer of a temporary community event shall make available to the Sheriff's Licensing Office a list of all entertainers, vendors and solicitors participating in the event.** The event organizer must compile the list and submit to the Sheriff's Licensing Office no later than the event start date. If changes are made to the list after the event start date, an updated list must be provided. The list shall contain the following information concerning the primary representative of each vendor or solicitor participating in the event.

1. Name, residence address and phone number:
2. Business name, address and phone number:
3. Driver's license number or DMV identification, if any and state:
 - a. The event organizer shall request each entertainer and the primary representative of each vendor and solicitor to produce a driver's license or DMV identification card in order to verify identification.



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TEMPORARY COMMUNITY EVENTS PERMIT (TCEP)

Department of Animal Services Statement

"All animals are to be treated in a humane manner and provided proper care and attention at all times. Animal Control Officers are, at all reasonable times, to be permitted full access to examine any/all animals to be used in and/or kept on the premises of the event. Failure to provide access and/or immediately correct any violations may result in immediate suspension of the TCEP."



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STATE BOARD OF EQUALIZATION

NOTICE TO OPERATORS

ALL PERSONS SELLING TANGIBLE PERSONAL PROPERTY OF A KIND ORDINARILY SUBJECT TO TAX ARE REQUIRED TO HOLD A VALID SELLERS PERMIT AND PAY TO THE STATE BOARD OF EQUALIZATION SALES TAX ON ALL SALES OF NEW OR USED MERCHANDISE SOLD ON THESE PREMISES. FAILURE TO COMPLY WITH THIS REQUIREMENT IS A VIOLATION OF STATE LAW AND PUNISHABLE BY FINE AND/OR IMPRISONMENT.

Section 6073 of the California Sales and Use Tax Law provides that the Board may require the operator of a collector's show, fair, flea market or swap meet to require every seller to hold a valid California Seller's Permit. The law further provides that any operator who fails to do so is subject to a fine not exceeding \$1,000 for each offense.

Certain types of merchandise, such as fresh produce, dairy products and other food products sold for consumption off the premises are exempt from sales tax, and sellers are not required to hold a permit. If you have any questions about whether a permit is required, call your local Board office.

Occasional sellers are not required to hold a seller's permit. Generally, an "occasional seller" is a person who makes less than three sales for substantial amounts in a twelve-month period. "Occasional seller" includes persons who have cleared out their garages of used items accumulated for their own use, and sell only those items less than three times a year. However, people who sell regularly should be instructed to obtain a permit, and their names and addresses should be supplied to the local Board office. SELLERS WHO DO NOT HAVE PERMITS SHOULD BE REFUSED RENTAL SPACE FOR THE SALE OF TAXABLE MERCHANDISE UNTIL THEY OBTAIN A PERMIT.

If you have reason to doubt the validity of a seller's permit number, you should call your local Board office and request that the number be verified.

If you have any questions please contact your local Board of Equalization Office.

San Diego Office (800) 400-7115 or (619) 525-4526



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I the undersigned hereby apply for a TCEP under the provisions of the SAN DIEGO COUNTY CODE OF REGULATORY ORDINANCES relating to TEMPORARY COMMUNITY EVENTS, SECTION 1, Chapter 2.9, Division 1 of Title 2, and applicable state laws.

I hereby state that I am aware it is my responsibility to attempt to maintain order at said event, and will provide such personnel as may be required and approved by the Sheriff.

I certify under penalty of perjury that the information I have given is true and correct to the best of my knowledge and belief. I understand and agree to having all required notices unless otherwise specified, sent by U.S. Mail to the address given on this application. I have read and/or understand the sections of the San Diego County Code of Regulatory Ordinances pertaining to TCEP.

(Applicant's Name)

(Date)

Non-Profit Sponsor

Name _____

Address _____ City _____ State CA Zip _____

Phone No. _____ Fax No _____



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TCEP SUPPLEMENTARY FORMS (B,C,D,E)

YOUR TCEP APPLICATION IS NOT COMPLETE WITHOUT THE FOLLOWING SUPPLEMENTARY FORMS.

Based on the type of activities planned for your event, you may be required to complete additional forms. Review the TCEP Pre-Application Questionnaire at the beginning of this document to determine which forms you are required to submit.

If you have not already done so, **save this document to your computer** now using your event name and year as the file name. if you are unsure how to save this document to your computer, [click here](#).

Example: If your event name is Country Fair and event year is 2007, name your document "CountyFair2007.pdf".

If you have any questions, please contact the CEP Coordinator at (619) 338-2968.



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TCEP FORM B

APPLICATION FOR

DEPARTMENT OF PUBLIC WORKS

SPECIAL EVENT PERMIT

COMPLETE FORM B IF:

- **The public road is closed** for a parade, street fair, block party, festival, fundraising activity or other similar action conducted by the sponsoring organization.
 - **Includes use of the road for event support such as parking or equipment staging, even if the event is not conducted within the right-of-way.**
- **The public road is used** to conduct an organized athletic event such as a bicycle ride/race, a running event, a march/procession or a similar event where the activity is conducted within the right-of-way.
- The proposed event has the potential to **impact the normal operation of the roadway.**
- If traffic control will be necessary to direct participants coming to and from the event so that the normal flow of traffic is not significantly impacted.

[CLICK HERE FOR](#)

DPW PERMIT REQUIREMENTS

For DPW application guidance & support,

Contact Department of Public Works at:

County of San Diego, Special Event Permits

DPW / Traffic Engineering (MS 0334)

5469 Kearny Villa Road, Suite #201

San Diego, CA 92123-1159

(858) 874-4040 FAX (858) 874-4028

Robert Fuller, Admin Analyst, Permit Coordinator, (858) 874-4015

email: Robert.Fuller@sdcounty.ca.gov

Nassrin Samii, Civil Engineer, PE, Permit Supervisor, (858) 874-4032

email: Nassrin.Samii@sdcounty.ca.gov



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DEPARTMENT OF PUBLIC WORKS TRAFFIC ENGINEERING SECTION

APPLICATION FOR SPECIAL EVENT PERMIT

PART 1 Event Information

Permit #: _____

Name of Event: _____

Event Type: _____

Date(s) of Event: _____

Hours of Event: _____

Location of Event – Describe the location at which your proposed event will be held, including a description of all roads that will be impacted. Specify which activities (from Form A) will be held at each location.

null, null, CA null

If your event includes a bike race/ride, walk, run or other athletic competition, you must collect an **Athlete's Release Form** from participants.

PART 2 Applicant Information

Non-profit Organization's Name: _____

Authorized Officer of sponsoring organization who is authorized to sign contracts for the non-profit organization:

Name & Title: _____

Email address: _____

Work Phone: _____ Fax: _____ Cell / Other: _____

Sponsoring Organization Contact / Representative (if different from above):

Name & Title: _____

Email address: _____

Work Phone: _____ Fax: _____ Cell / Other: _____

PART 3 AGENCY JURISDICTION

It is the **applicant's responsibility** to contact all of the agencies which have jurisdiction within the community area in which the proposed event is planned. The applicant is required to notify the agencies of the event plans, and to comply with any requirement which the respective agency may impose on the event. The following agencies must be contacted in regards to your event. If you need assistance identifying agencies in your area, contact Robert Fuller at (858) 874-4015.

- Fire Department(s)
- California Highway Patrol Area Office
- San Diego County Sheriff Substation
- Public Transit Provider(s)
- Caltrans Highway Department
- County Road Station
- United States Border Patrol Office
- Other agencies specific to the community area



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Traffic Control Plan Additional Information Form

The purpose of this form is to obtain all the needed information to assure that traffic control will be set up and conducted according to the approved plans.

Traffic Control for a Special Event is comprised of three parts:

1. **Traffic Control Plan** - The Traffic Control Plan must conform to San Diego County regional standards, showing location of
 - a. signs
 - b. barricades
 - c. traffic control devices
 - d. personnel who will staff the event
 - e. detour routes
 - f. road closures
 - g. advance notification signs

Plans must be prepared by an engineer or licensed traffic control contractor with experience in preparing plans for special events. Plans must be submitted for plan check adequately prior to the event so an approved set of plans is ready to route to other agencies no less than 30 days before the scheduled event. Please note: As a result of plan check, the plans may need to be modified and resubmitted prior to approval. The plan check and approval alone can take 1 to 3 months.

2. **Materials & Event Set-up** - You must have a firm plan for acquiring, transporting, and setting-up all traffic control materials according to your approved Traffic Control Plan.
3. **Event Staff** - You must provide adequate and appropriate personnel to staff traffic control points during the time of the event and traffic control.

Select Option A or Option B and provide the following information for the Special Event Traffic Control:

Option A. Traffic control plans, devices, and personnel will be provided by:

If the sponsoring organization is obtaining the traffic control plans and services from a licensed contractor, provide the following information:

Company Name: _____

Address: _____ City: _____ State: CA Zip: _____

Contact person: _____

Phone No: _____ Fax No: _____ Cell No: _____

Will the above company prepare the traffic control plans? ☐ YES ☐ NO

Will the above company supervise the pickup, placement and return of all materials? ☐ YES ☐ NO

Will the above company provide trained personnel to staff the traffic control points? ☐ YES ☐ NO

IF YOU SELECT OPTION A. you must provide the Supplemental Application for Traffic Control for Support of a Special Event.

[Click here to view and print Supplemental Application](#)



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1. Traffic Control Plans will be prepared by:

Name: _____

Address: _____ City: _____ State: CA Zip: _____

Phone No: _____ Fax No: _____ Cell No: _____

Will the following person supervise the pickup, placement and return of all materials? ☐ YES ☐ NO

Name: _____

Address: _____ City: _____ State: CA Zip: _____

Phone No: _____ Fax No: _____ Cell No: _____

Company/Agency Name: _____

Contact Name: _____

Address: _____ City: _____ State: CA Zip: _____

Phone No: _____ Fax No: _____ Cell No: _____

Name: _____

Address: _____ **City:** _____ **State:** CA **Zip:** _____

Phone No: _____ Fax No: _____ Cell No: _____

Company/Agency Name: _____

Contact Name: _____

Address: _____ City: _____ State: CA Zip: _____

Phone No: _____ Fax No: _____ Cell No: _____

Name: _____

Address: _____ City: _____ State: CA Zip: _____

Phone No: _____ Fax No: _____ Cell No: _____

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8. Tasks Assignments:

SIGNS & BARRICADES

Task Description	Volunteer's Name	Cell # (if available)	Comments
Traffic Control Supervisor			
Mark out sign locations for setout crews			
Pickup and pre-stage signs			
Pickup and pre-stage signs			
Pickup and pre-stage signs			
Pickup and pre-stage signs			
Final setout and close roads			
Final setout and close roads			
Final setout and close roads			
Final setout and close roads			
Final setout and close roads			
Pickup signs & return to station			
Pickup signs & return to station			
Pickup signs & return to station			
Pickup signs & return to station			

TRAFFIC CONTROL

@ Intersection of	and	Name of Individual(s) providing Traffic Control (indicate if CHP, Volunteer patrol or Event staff)

[CLICK HERE TO SIGN DOCUMENT - Required](#)

Signature

Date



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TCEP FORM C

APPLICATION FOR

DEPARTMENT OF ENVIRONMENTAL HEALTH

COMMUNITY EVENT

TEMPORARY FOOD FACILITIES PERMIT

[CLICK HERE FOR](#)
EVENT SPONSOR REQUIREMENTS



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TEMPORARY FOOD FACILITY ORGANIZER/SPONSOR APPLICATION

1. Name of Event: _____
2. Date(s): _____
3. Location: null, null, CA null
4. Time of Setup: _____ Hours of Operation: _____
5. Event Coordinator Name: _____
Address _____ City _____ State CA Zip _____
Contact Phone: _____
6. Number of food booths expected to participate: _____
7. Have all food vendors been advised of the Health Dept requirements for participating in this event? ☐ YES ☐ NO
8. Will there be a Certified Farmers Market associated with this event? ☐ YES ☐ NO
9. Will there be a planning meeting for food booth participants? ☐ YES ☐ NO
If yes, Date: _____ Time: ☐ AM ☐ PM
Location: _____
10. Will electricity be provided for the food booths? ☐ YES ☐ NO
If yes, what is the source? ☐ Public Utility ☐ Generator(s)
11. Will equipment/utensil washing facilities be provided for food booth operators? ☐ YES ☐ NO
If yes, where are they located? _____
If no, you must communicate the necessity for each vendor to provide equipment utensil washing facilities? ☐ I understand
12. Are restroom facilities within 200 feet? ☐ YES ☐ NO
13. Drinking water source: ☐ Public water supply ☐ Approved Private/Well Water
14. How will waste water be disposed? ☐ Public sewer ☐ Other _____
15. Describe garbage/trash disposal (including frequency of pick-up): _____
16. Will there be animal rides provided? ☐ YES ☐ NO
If yes, they must be located at least 20 feet away from food booths or as otherwise directed by the department specialist.

Fee Schedule:	Make checks payable to: County of San Diego	Computation of Fees
<u>Prepackaged/nonperishable</u>	\$205 - per event (1-3 days) - single event	Fee _____
<u>Late registration Fee</u>	\$73 (less than 14 days prior to event)	Fee _____
Fees Amounts Valid until June 30, 2009		Total Amount Due <u>0</u>



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Food Vendor List

Event: _____

Coordinator/Sponsor: _____ Phone #: _____

Date(s) of Event: _____

Location: null, null, CA null

BOOTH NAME	PERSON IN-CHARGE	FOOD TYPE	BUSINESS TYPE
	Name _____ Address _____ City _____ State _____ Zip _____ Phone _____		<input type="checkbox"/> Non-Profit <input type="checkbox"/> Licensed Business Permit# _____
	Name _____ Address _____ City _____ State _____ Zip _____ Phone _____		<input type="checkbox"/> Non-Profit <input type="checkbox"/> Licensed Business Permit# _____
	Name _____ Address _____ City _____ State _____ Zip _____ Phone _____		<input type="checkbox"/> Non-Profit <input type="checkbox"/> Licensed Business Permit# _____
	Name _____ Address _____ City _____ State _____ Zip _____ Phone _____		<input type="checkbox"/> Non-Profit <input type="checkbox"/> Licensed Business Permit# _____
	Name _____ Address _____ City _____ State _____ Zip _____ Phone _____		<input type="checkbox"/> Non-Profit <input type="checkbox"/> Licensed Business Permit# _____
	Name _____ Address _____ City _____ State _____ Zip _____ Phone _____		<input type="checkbox"/> Non-Profit <input type="checkbox"/> Licensed Business Permit# _____
	Name _____ Address _____ City _____ State _____ Zip _____ Phone _____		<input type="checkbox"/> Non-Profit <input type="checkbox"/> Licensed Business Permit# _____
	Name _____ Address _____ City _____ State _____ Zip _____ Phone _____		<input type="checkbox"/> Non-Profit <input type="checkbox"/> Licensed Business Permit# _____



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	Name _____ Address _____ City _____ State _____ Zip _____ Phone _____		<input type="checkbox"/> Non-Profit <input type="checkbox"/> Licensed Business Permit# _____
	Name _____ Address _____ City _____ State _____ Zip _____ Phone _____		<input type="checkbox"/> Non-Profit <input type="checkbox"/> Licensed Business Permit# _____
	Name _____ Address _____ City _____ State _____ Zip _____ Phone _____		<input type="checkbox"/> Non-Profit <input type="checkbox"/> Licensed Business Permit# _____
	Name _____ Address _____ City _____ State _____ Zip _____ Phone _____		<input type="checkbox"/> Non-Profit <input type="checkbox"/> Licensed Business Permit# _____
	Name _____ Address _____ City _____ State _____ Zip _____ Phone _____		<input type="checkbox"/> Non-Profit <input type="checkbox"/> Licensed Business Permit# _____
	Name _____ Address _____ City _____ State _____ Zip _____ Phone _____		<input type="checkbox"/> Non-Profit <input type="checkbox"/> Licensed Business Permit# _____
	Name _____ Address _____ City _____ State _____ Zip _____ Phone _____		<input type="checkbox"/> Non-Profit <input type="checkbox"/> Licensed Business Permit# _____
	Name _____ Address _____ City _____ State _____ Zip _____ Phone _____		<input type="checkbox"/> Non-Profit <input type="checkbox"/> Licensed Business Permit# _____
	Name _____ Address _____ City _____ State _____ Zip _____ Phone _____		<input type="checkbox"/> Non-Profit <input type="checkbox"/> Licensed Business Permit# _____
	Name _____ Address _____ City _____ State _____ Zip _____ Phone _____		<input type="checkbox"/> Non-Profit <input type="checkbox"/> Licensed Business Permit# _____



County of San Diego

TEMPORARY COMMUNITY EVENTS

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	Name _____ Address _____ City _____ State _____ Zip _____ Phone _____		<input type="checkbox"/> Non-Profit <input type="checkbox"/> Licensed Business Permit# _____
	Name _____ Address _____ City _____ State _____ Zip _____ Phone _____		<input type="checkbox"/> Non-Profit <input type="checkbox"/> Licensed Business Permit# _____
	Name _____ Address _____ City _____ State _____ Zip _____ Phone _____		<input type="checkbox"/> Non-Profit <input type="checkbox"/> Licensed Business Permit# _____
	Name _____ Address _____ City _____ State _____ Zip _____ Phone _____		<input type="checkbox"/> Non-Profit <input type="checkbox"/> Licensed Business Permit# _____
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	Name _____ Address _____ City _____ State _____ Zip _____ Phone _____		<input type="checkbox"/> Non-Profit <input type="checkbox"/> Licensed Business Permit# _____



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TCEP FORM D

APPLICATION FOR

DEPARTMENT OF PLANNING AND LAND USE BUILDING DIVISION

COMMUNITY EVENT PERMIT

[CLICK HERE FOR](#)
[DPLU PERMIT REQUIREMENTS](#)



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DEPARTMENT OF PLANNING & LAND USE

BUILDING

1. Will a temporary structure be installed? ☐ YES ☐ NO

If yes, attach to-scale drawings and dimensions showing the structures and identifying their use. Include specific and detailed plans for each item.

Any such structure shall be professionally designed for the intended use.

Stages, bridges, platforms, bleachers, grandstands, reviewing stands,

scaffolding, tents or other structures must comply with all current federal, state, and local laws, including OSHA standards. In addition; Tents are subject to the requirements of the local fire district and shall be of a type approved by the State Fire Marshall. Exiting, illumination and signage shall be per the California Building and Electrical Code. Trailers and mobile buildings shall have an HUD, HCD insignia or approved third party agency acceptance.

- a. **Will any temporary stage, bridge or other platform exceed 30" in height above adjacent grade?** ☐ YES ☐ NO

Bleachers, grandstand or reviewing stands: For each structure designed to seat more than 50 people, provide plans showing compliance with the California Building Code sections 303 and 1008. Plans shall be signed by a professional engineer and installed per plans or manufacturers recommendations. All installations shall be inspected to be properly constructed, safe, sound and free from structural defects. Contact Building Division of Department of Planning and Land Use.

- b. **Will any temporary single bleacher, grandstand or reviewing stand support 50 or more people?** ☐ YES ☐ NO

A stage, bridge or other platform over 30" in height: For structures more than 30 inches high please provide to-scale structural drawings with dimensions. Plans shall be signed by a professional engineer or architect and installed per plans or manufacturers recommendations. All installations shall be inspected to be properly constructed, safe, sound and free from structural defects. Contact Building Division of Department of Planning and Land Use.

Will you be using electricity at the event? For anything other than cord-connected equipment and extension cords, such installations shall pass inspection by a County Inspector prior to energizing. An electrical permit may be required if you are installing any permanent equipment such as lighting, outlets, sub-panels, generators, pumps, fountains or other non-cord-connected electrical equipment.

2. Will electricity be used at event? ☐ YES ☐ NO

If yes, identify location of power source, generator, or utility power? All installations shall comply with the National Electrical Code. Some of the pertinent information is as noted below but it is not intended to be a complete list.

- a. **Will fixed wiring methods be installed?** ☐ YES ☐ NO

(Other than plug connected flexible cords, extensions and portable electric panels)

If yes contact County Building Division of Planning and Land Use



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NOISE

[Click here to access the San Diego County Ordinance, Noise Abatement and Control.](#)

1. Will your event be the first of its kind (same activities) at this site? ☐ YES ☐ NO
If no, please state the date of the prior event and describe any sound-related differences with respect to the current application
2. Will your event include live music or any activities involving noise generating components? ☐ YES ☐ NO
If yes, please provide a site map showing the location of the stage, speakers, or any other major sound production devices. Please clearly state the phases for staging the event including the intended hours and/or days of testing and use. You may be asked to provide more detailed specifications about the sound producing equipment, the activities, or related amplification devices
3. Will your event any off-site or on-site noise generation related to the setting up or installation of equipment? ☐ YES ☐ NO
If yes, please provide full details related to these activities including the intended hours and/or days of the installation work
4. Will your event any special notifications for the intended hour of testing and use to be distributed to nearby residences and business establishments? ☐ YES ☐ NO
If yes, please provide a site map showing the vicinity or properties that will receive a notification about your event
5. Will your event provide any temporary measures to reduce the sound impact to adjacent properties? ☐ YES ☐ NO
If yes, please provide a site map showing the location of these measures and include their specifications of materials plus the scaled dimensions of these temporary installations (i.e., height of attenuation barriers).



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TCEP FORM E

SPECIAL EVENTS

WASTE MANAGEMENT PLAN

[CLICK HERE FOR](#)
WASTE MANAGEMENT INFORMATION

The Regional Water Quality Control Board, Section D.3.a(2)(f), Advises:

Events expected to generate significant trash and litter shall consider controls such as:

- i. Temporary screens on catch basins and storm drain inlets
- ii. Temporary fencing to prevent windblown trash from entering adjacent water bodies and MS4 channels
- iii. Proper management of trash and litter
- iv. Catch basin cleaning following the special event and prior to an anticipated rain event
- v. Other equivalent controls



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SPECIAL EVENT WASTE MANAGEMENT PLAN

Special events generate a large amount of waste, and the County of San Diego is committed to minimizing the amount going into landfills. As required under AB 2176, special event organizers are required to meet with the County to develop a waste management plan for their events. This form will help you plan for and report on the success of your event. Appendix C includes key contact information for waste management, and Appendix D provides a sample letter to send to participating vendors. Free recycling bins can be provided for your event. For questions or assistance, please contact Stephanie Ewalt at 858-874-4285, Stephanie.Ewalt@sdcounty.ca.gov or fax 858-874-4058.

Event Date:

Event Name:

Event Attendance:

Last Year's Waste and Recycling Amounts

List the organization that collected your waste and recycling last year. Review last year's waste management receipts to determine how much was disposed and recycled at your event. ***Include donations and waste reduction quantities into the Amount Recycled category.**

Who Collected your trash?

Who collected your recyclables?

Amount Recycled (lbs)

Amount Disposed (lbs)

Estimate This Year's Target Recycling Rate

Use previous year's waste and recycling figures to estimate this year's recycling rate. Consult with your waste management crew to estimate the quantity of recyclables that will be collected this year. Use the formula below to estimate your recycling rate:

$$\frac{\text{Amount Recycled}^*}{\text{Amount Recycled}^* + \text{Amount Disposed}} = \text{Recycling Rate (\%)}$$

For example: Hauler XYZ disposed 5,000 lbs. of trash during the event. The clean up crew reports that 1,500 lbs. was recycled as cardboard and beverage containers. 50 lbs. of t-shirts and 250 lbs. of food waste were donated to charities. Flyers were available on-line, therefore 200 lbs. of paper flyers were conserved. Therefore, the recycling rate was 29% (2,000 lbs. recycling / (5,000 lbs. trash + 2,000 lbs. recycling) = 29%).

Conversion Factors:

1 cubic yard of mixed trash = 168 lbs.

1 three cubic yard dumpster of mixed trash (the average dumpster size) = 505 lbs.

1 three cubic yard dumpster of mixed recyclables = 240 lbs.

****Call County Recycling for help with other conversion factors.**



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	How will the materials be handled?		
Material	Recycle	Donate	Trash
Cardboard	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Paper (newspaper, flyers, magazines, brochures)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Beverage Containers	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Food Waste	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Plastics (film, bags, wrap, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other (wood, t-shirts, canopy, manure, etc.):	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
_____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

[Click here for an example of an acceptable description](#)

[illegible]



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*** For County Use Only ***

DEPARTMENT TCEP REPRESENTATIVES APPROVAL FORM

EVENT _____ DATE _____ LOCATION _____

CONTACT _____ PHONE _____

DEH/TCEP COORDINATOR FOOD & HOUSING DIVISION REASON <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED _____ BY _____ DATE _____ Bao-An Huynh (619) 338-2968 MS D-561 FAX (619) 338-2245	DEPARTMENT OF PLANNING & LAND USE ZONING COUNTER REASON <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED _____ BY _____ DATE _____ Dag Bunneymeyer (858) 694-2581 MS O-650 FAX (858) 495-5550
DEPARTMENT OF PLANNING AND LAND USE NOISE ABATEMENT REASON <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED _____ BY _____ DATE _____ John Bennett (858) 694-2177 MS O-650 FAX (858) 694-2952	DHR, RISK MANAGEMENT DIVISION REASON <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED _____ BY _____ DATE _____ Sharon Murphy (619) 578-5783 MS O-76 FAX (619) 578-5756
SHERIFF - LICENSING REASON <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED _____ BY _____ DATE _____ Blanca Pelowitz (858) 974-2020 MS O-41 FAX (858) 974-2093	DEPARTMENT OF PARKS & RECREATION REASON <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED _____ BY _____ DATE _____ Jake Enriquez (858) 966-1365 MS O-29 FAX (858) 495-5841
DEPARTMENT OF PUBLIC WORKS REASON <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED _____ BY _____ DATE _____ Robert Fuller (858) 874-4015 MS O-334 FAX (858) 874-4028	DPLU - BUILDING INSPECTION REASON <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED _____ BY _____ DATE _____ Bob Nagle (760) 940-2928 MS O-650 FAX (760) 940-2925
DEPARTMENT OF ANIMAL CONTROL REASON <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED _____ BY _____ DATE _____ Lt. Wright (619) 767-2623 MS H-39 FAX (619) 767-2706	DEPARTMENT OF PUBLIC WORKS - RECYCLING REASON <input type="checkbox"/> APPROVED <input type="checkbox"/> DISAPPROVED _____ BY _____ DATE _____ Stephanie Ewalt (858) 874-4285 FAX (858) 874-4058



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The following information will assist you line-by-line in the completion of your TCEP Application. The sections and numbers correspond with those on the application.

TCEP Pre-Application Questionnaire

1. A **Temporary Community Event (TCE)** is defined as a public event occurring in an unincorporated area of San Diego County, sponsored by a bona fide nonprofit or governmental organization, and planned for a time period of more than four (4) hours, but less than four (4) days.
2. Certain areas of the County do not allow community events. Be sure to contact the Zoning Department prior to beginning your permit application.
3. If your event will require road closure and/or will impact the normal flow of traffic in any way, you must complete Form B of the Supplementary Applications.
4. If food and/or beverages will be served at your event, you must complete Form C of the Supplementary Applications. Each vendor serving food and/or beverages must also apply for a Temporary Food Facility Permit. If alcohol will be served, you must apply for an ABC permit.
5. If temporary structures and/or electricity will be used at this event, you must complete Form D.
6. If your event will generate any music and/or noise on or off the site, including event set-up and clean-up, you must complete Form D.
7. If there will be over 2000 people at your event, including staff, volunteers, guests or anyone at the event site on the event day(s), you must complete Form E.
8. If your event will take place at a County Park, you must contact the Department of Parks & Recreation.

I. Applicant

Complete this section for the specific event, the main Organization sponsoring the event. The Organization Contact/Representative must be the person designated by the Organization to apply for the TCEP and make decisions in relation to the event. Provide a written communication from an authorized officer of the Sponsoring Organization to DEH that authorizes the Contact/Representative to apply for the TCEP on the Organization's behalf.

II. Event Principals

Event Principals include any other individuals greatly involved in organization of the event. If the Primary Event Contact is the same as the Organization Contact/Representative, check the box titled "Same as Organization Contact"; some information from the previous page will populate this page. Provide information for any other individuals who can be contacted in reference to the event.

III. Requested Event Details

- A. Event dates should automatically populate from the Applicant section. Complete the From and To time fields by using the drop-down boxes.
- B. Indicate the date and time of event set-up.
- C. If the set up location is different from the event location, enter the set-up location address.
- D. Indicate the date and time by which all event structures, materials, etc. will be removed from the event site.
- E. Enter the number of attendees expected per day at your event. The number of Participants and the number of Visitors & Guests will sum automatically to populate Total number of attendees per day. If the number of attendees (per day) exceeds 2000, remember to complete Form E.
- F. Provide a copy of the event entry form and/or flyers advertising the event.



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IV. Insurance

You must provide all requested information in this section. Proof of Insurance must be provided before a permit will be approved. If you will not have alcohol at your event, you do not need Liquor Liability. For all other events, Commercial General Liability Insurance must be carried throughout the course of the event (unless a formal exception is given by the Department of Human Resources, Risk Management Division).

V. Sanitation

Depending on your event location, a specific number of toilets must be provided for attendees of the event. Contact the Department of Planning and Land Use, Building Division to ensure you are in accordance with area requirements.

VI. Event Location Map

Provide a detailed site map with all applicable components of your event outlined in the list.

VII. Availability of Entertainment, Beverages and/or Food

- A. If the Organization applying for the ABC permit is the same as the Sponsoring Organization, click the box titled "Same as Primary Organization Contact". The information should pre-fill from the Applicant section.
- A1. Indicate what group will be serving the alcoholic beverages, where the beverages will be served (include on site map), and what type of beverages will be served (ex. Beer kegs dispensed into plastic cups, plastic bottles, glass bottles, mixed drinks in plastic cups, etc.)
- A2. Indicate how the alcoholic beverage area will be secured, and how attendees will be permitted to enter alcoholic beverage area (ex. Bar area will be fenced off with one entrance/exit staffed by a security guard who will check ID and administer wrist bands if attendee is 21 years of age or older).
- B. Check the box(es) that correspond with any activity that will or may be involved in your event. For each box checked, if a contractor will be used, provide contact information for each.
- C. If food and/or beverages will be served, indicate whether they will be sold or offered free of charge.
- D. If the event is catered, provide all contact information for the catering company, including their Department of Environmental Health, Food & Housing permit number.
- E. If you are unsure what types of fuel will be used by food vendors, obtain the information prior to submitting your TCEP application.
- F. See page 12 of application.

VIII. Security and Safety Procedures

- A. Provide all requested information regarding security measures. Contact the Sheriff's Department with questions regarding licensed security organizations.
- B. Provide requested explanation and attachment.
- C. Provide information if applicable (ex. Pony rides, bike ride, etc.)
- D. Please note, bike races are not normally permitted on County maintained roads. Contact the Department of Public Works for more information.
- E-J. Complete all requested information if event includes a bicycle tour.
- K. Provide all information for the organization providing emergency medical services. You must contact your local Fire Department or agency to determine what level of service is necessary for your event.



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IX. Additional Authorization or Inspection Requirements

- A. Check all items that will be present at your event.
- B. If you will have pyrotechnics (fireworks) at your event, you must provide information for the licensed pyrotechnic company contracted for your event.
- C. If your event requires use of the State Highways or thoroughfares, you must contact the California Highway Patrol to determine requirements.

X. Mitigation of Impact on Others

You must describe your plans to notify the community of your event, including event set-up and clean-up, and how it might impact day to day business. For example, if much of the parking near your event will be occupied by attendees of the event, and unavailable for community members conducting normal business, those community members must be notified prior to the event. Provide copies of all letters, notices, flyers, etc. provided to community members, businesses and organizations regarding your event. It is a good idea to obtain letters of support and cooperation from community organizations, businesses, etc. who will be impacted by your event.

XI. Vendors or Concessionaries

- A. As the event Organizer and sponsor, you are responsible for monitoring those participating in your event, and ensuring that illegal vendors are not participating. Complete section XI, explaining how you will maintain control over vendors and/or concessionaries at your event.
- B. Provide all requested information.
- C. A list of entertainers, vendors and solicitors must be provided to the Sheriff's Department prior to the event start. The list allows the Sheriff's Department to verify that all concessionaries participating are approved as part of the event.

Department of Animal Services Statement & State Board of Equalization Letter

Read both pages to understand requirements.

Signature Page

Read the agreement and type your name (name of Authorized Organization Contact) where designated. Typing your name signifies that all information provided is correct and all agreements are understood, and will be abided by.

TCEP Supplementary Forms (B,C,D & E)

Click the TCEP Supplementary Applications button. Clicking this button will open a PDF file in an internet browser. Much of your general event information will be transferred from Form A into Supplementary Forms.

TCEP CONTACT LISTS

COUNTY AGENCIES TABLE - The following list of County Departments may be reviewing your permit application to determine the effect of your proposed plans on public health, safety and convenience. You may wish to **contact these departments in your planning stages** for information that may help you prepare the permit application. When you phone the departments, ask for the "special event coordinator." If the number has changed, contact the TCEP coordinator at (619) 338-2222.

Department	Division	Types of Review	Telephone
Animal Control	County-Wide	Licensing requirements of animals and to protect the public and animal population	(619) 767-2623
Environmental Health	Food and Housing, TCE Coordinator	Applicant assistance, screening, permit issuance and food handling procedures	(619) 338-2363
Human Resources	Risk Management	Requirement for public liability insurance, liquor liability, hold-harmless agreements, surety bonds, and indemnification agreements	(858) 694-2789
Parks and Recreation	County-Wide	Conditions for use and litter enforcement for County Parks	(858) 565-3600
Planning and Land Use	Noise Abatement	Noise levels related to music, fireworks, loudspeakers, or any other sound impact	(858) 694-2177
	Building Division	Electrical, Building Code for temporary structures	(760) 940-2928
	Zoning	Determine if property is compatible with zoning status	(858) 694-3497
Public Works	Traffic Engineer	Impact on street repair or construction, planning requirements for barricades and road signs	(858) 874-4015
	Recycling	Waste reduction and recycling	(858) 874-4285
Sheriff	Licensing	Other regulatory licenses, internal security, crowd control, alcohol requirements to protect public safety	(858) 974-2822

CEP CONTACTS LIST

NON-COUNTY AGENCIES TABLE - Permits or approvals may be needed from these agencies in addition to the County Agencies listed earlier		
Agency	Type of Review	Phone
CA Highway Patrol	Traffic Enforcement - State Highways or thoroughfares East County North County Coastal San Diego Office	(619) 440-4303 (760) 757-1675 (619) 220-5492
CALTRANS *Ask for Permit Office	Highway and Cal-Trans property access. Encroachment Permits	(619) 688-6843
Fire District Fire Prevention Bureau	Review plans for first aid and/or emergency medical services. Review routes or placement of barricades that might impede emergency vehicles. Fireworks, vehicle fuel, electrical wiring, cooking facilities and use of tent, canopy, air-support structure, or any fabric shelter.	Check local directory
San Diego Transit Corp. *Ask for Manager of Transportation	Bus Schedules and Routes	(619) 238-0100
San Diego Trolley, Inc. *Ask for Director of Transportation	Trolley Schedules and Routes	(619) 233-3004
AMTRAK	Train Schedules	(800) 872-7254
San Diego Unified Port District	Permit to use Port District property	(619) 686-6225
State Board of Equalization *Ask for Supervisor of Registration	Seller's permit for the sale of food, beverages, souvenirs, etc.	(619) 525-4526
State of California Alcoholic Beverage Control (ABC) *Ask for one-day permits	Serving and/or sale of alcoholic beverages - Sheriff's approval must be provided to ABC	(619) 525-4064 (760) 471-4237

Attachment 6.4 – Parking-lot Sweeping Prioritization Flow Chart

Parking Lot Sweeping Prioritization

