

Jurisdictional Runoff Management Program

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3.0 DEVELOPMENT PLANNING COMPONENT

3.1 INTRODUCTION

The goal of this Jurisdictional Runoff Management Program (JRMP) component is to establish a programmatic framework for the implementation of stormwater management activities in accordance with Water Quality Improvement Plans (WQIPs) strategies and other jurisdictional plans, design standards, and ordinances. By providing and implementing these programs for new land development and redevelopment projects, it is possible to minimize impacts to receiving waters and other environmental resources, and it will also comply with federal and state laws. This section provides a description of a comprehensive stormwater program the County has implemented to address land-use, development, and redevelopment elements.

3.2 LAND USE PLANNING

3.2.1 Background

The County of San Diego's General Plan is the comprehensive long-range plan that provides the framework for development planning in the County Unincorporated area. The General Plan addresses all aspects of the development process, including housing, traffic, safety, public facilities, land use, natural resources, and open space. In accordance with state law, all land use regulations and decisions made by the County must be consistent with the General Plan.

The Watershed Protection Ordinance (WPO) [Title 6, Division 7, Chapter 8, Section 67.801-67.821] provides the County legal authority to regulate stormwater activities as they relate to land use, development and redevelopment. The WPO (Attachment 2.2) defines the Best Management Practices (BMPs) for planning, design, and post-construction for all projects. The land development process typically requires environmental assessment, project review and recommendation, and hearing body approval. The WPO is one of many local regulations that all projects must comply with through the planning process.

In addition to the over-arching land use regulations, watershed protection for land development is achieved through an action plan known as the BMP Design Manual. The BMP Design Manual is a jurisdictional requirement of the 2013 MS4 Permit which provides the planning framework and guidance for stormwater management on all development and redevelopment sites. The BMP Design Manual establishes rules for the proper design and layout of development plans. Within the BMP Design Manual are policies and recommendations including: site design and source control practices, stormwater pollution control BMPs, and hydromodification management BMPs. The WPO, MS4 Permit, and Construction General Permit (CGP) all establish requirements for BMPs while the BMP Design Manual provides the planning method and guidance in which to meet the requirements. The BMP Design Manual contains the Stormwater Quality Management Plan (SWQMP) template for use by project applicants to select appropriate BMPs for each project site. The County's BMP Design Manual will not become effective until December 2015, and until that time, the jurisdictional Standard Urban Stormwater Mitigation Plan (SUSMP) will continue to serve as the equivalent interim document. The County's BMP

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Design Manual can be accessed on the internet at <http://www.sandiegocounty.gov/content/sdc/dpw/watersheds.html>.

The stormwater planning hierarchy is demonstrated in Figure 3-1.

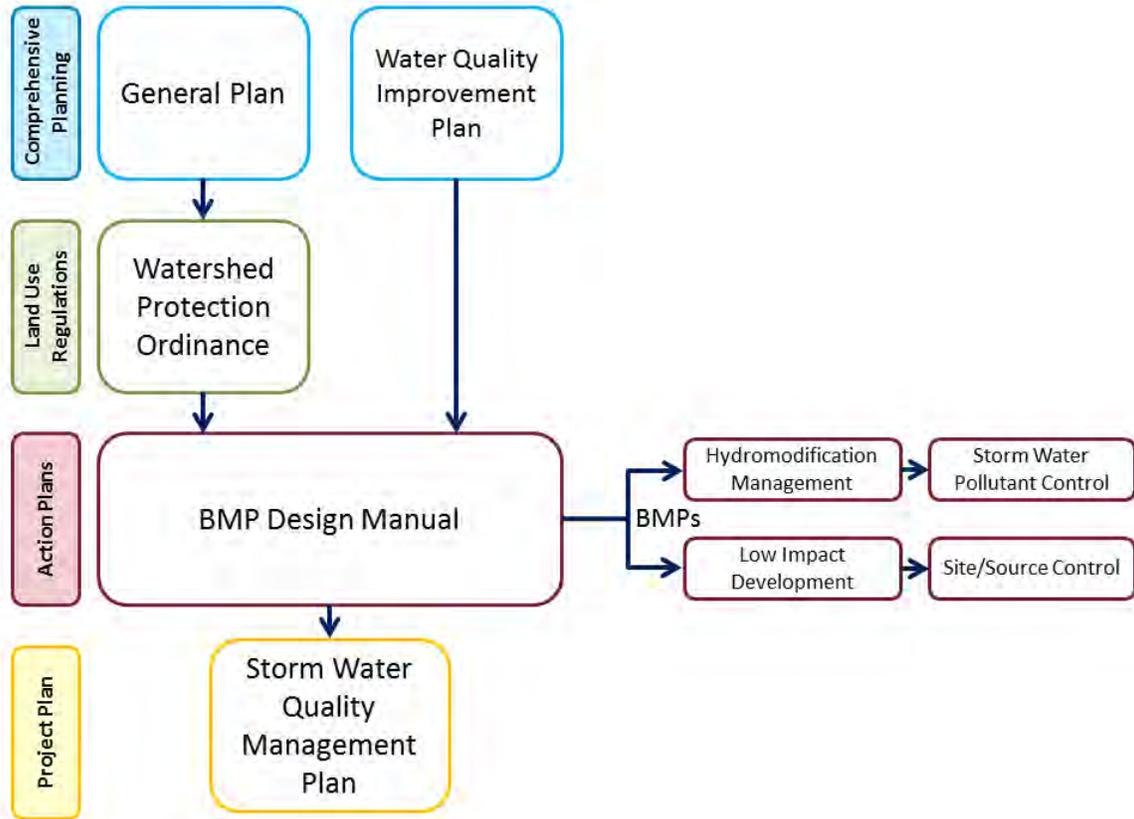


Figure 3-1 - Planning Hierarchy for Stormwater Management

The following sections discuss these components of the land development planning process.

3.2.2 Source Characterization

Urban development can negatively impact water quality and watershed health by increasing impervious surface area and by introducing new pollutant sources and pollutant-generating activities that accompany different types of land use. Changes in land surface characteristics through development changes the natural course of stormwater runoff by altering the runoff velocity and volume. These changes increase the potential for erosion and also become mechanisms of collection and transport for pollutants that are from various anthropogenic sources such as trash, oils and grease from vehicle use, fertilizers and pesticides from landscape management, erosion and sedimentation from soil disturbance, wash water, and wastes from materials management. The General Plan specifies the type and intensity of land uses allowed in the County Unincorporated area. Certain land use types have anticipated categories of pollutants associated with their use that can have varying levels of impacts on water quality. Industrial land

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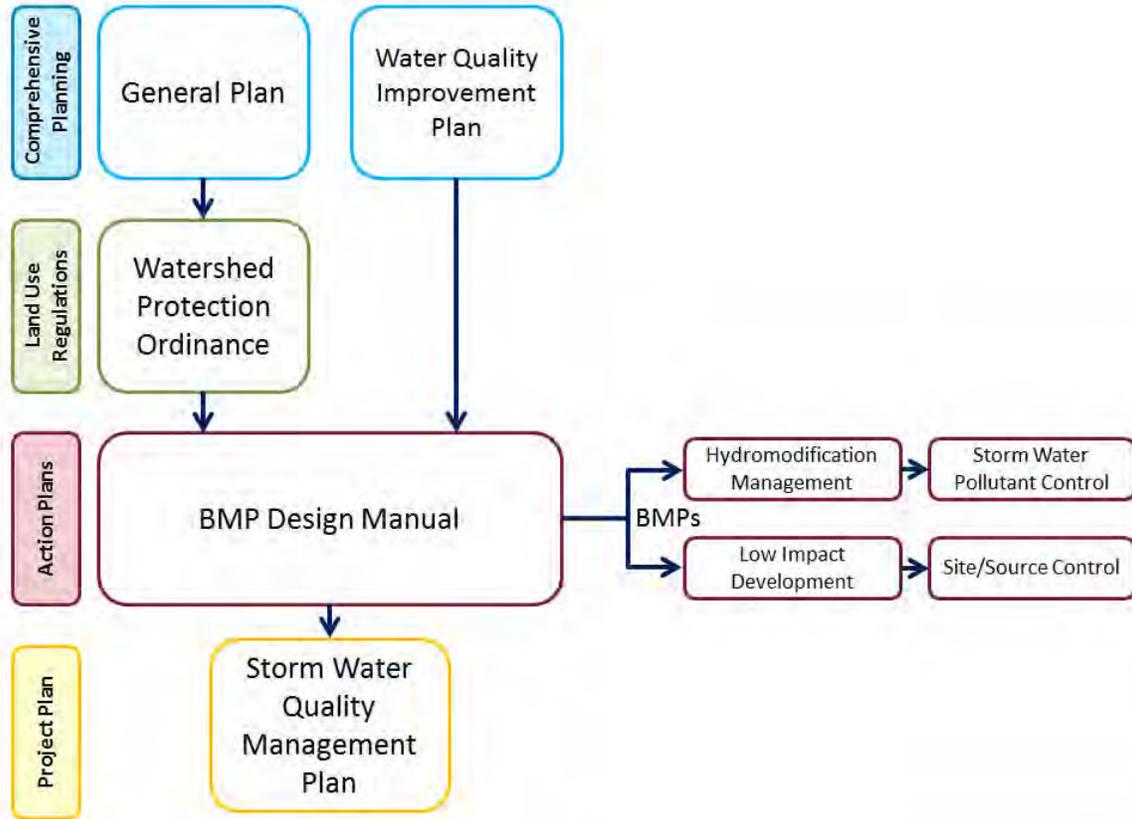


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use types, for example, typically have pollutants on site and have an increased potential for pollutants to move off the site. Table 3.1 below identifies the anticipated and potential pollutants of concern for each of the land use types.

Table 3.1 - Anticipated Pollutants of Concern Generated by Land Use Type

Priority Project Categories	General Pollutant Categories								
	Sediments	Nutrients	Heavy Metals	Organic Compounds	Trash & Debris	Oxygen Demanding Substances	Oil & Grease	Bacteria & Viruses	Pesticides
Detached Residential Development	X	X			X	X	X	X	X
Attached Residential Development	X	X			X	P ⁽¹⁾	P ⁽²⁾	P	X
Commercial Development >1 Acre	P ⁽¹⁾	P ⁽¹⁾	X	P ⁽²⁾	X	P ⁽⁵⁾	X	P ⁽³⁾	P ⁽⁵⁾
Heavy Industry	X		X	X	X	X	X		
Automotive Repair Shops			X	X ⁽⁴⁾⁽⁵⁾	X		X		
Restaurants					X	X	X	X	P ⁽¹⁾
Hillside Development >5,000 ft ²	X	X			X	X	X		X
Parking Lots	P ⁽¹⁾	P ⁽¹⁾	X		X	P ⁽¹⁾	X		P ⁽¹⁾
Retail Gasoline Outlets			X	X	X	X	X		
Streets, Highways & Freeways	X	P ⁽¹⁾	X	X ⁽⁴⁾	X	P ⁽⁵⁾	X	X	P ⁽¹⁾
X = anticipated P = potential (1) A potential pollutant if landscaping exists on-site (2) A potential pollutant if the project includes uncovered parking areas (3) A potential pollutant if land use involves food or animal waste products (4) Including petroleum hydrocarbons (5) Including solvents									

3.2.3 Best Management Practice Requirements

Many land use regulations and restrictions are put in place by jurisdictions to protect resources and beneficial uses. In addition to protecting surface water quality, the County is responsible for protecting the aesthetics, biological resources, mineral resources, agricultural resources, cultural resources, recreational spaces, air quality, geological resources, as well as planning for population housing and providing adequate transportation routes within the region. Through this planning process, the County decides how to use and protect natural resources, financial capital, and people to achieve and maintain healthy communities and a high quality of life. Protecting surface water and groundwater quality through land use regulations is one of the goals of the General

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Plan and through the County's many land use regulations "best management practices" are being implemented. WQIPs may also identify additional minimum BMPs intended to target specific high priority pollutants.

3.2.4 Program Implementation

3.2.4.1 General Plan

The General Plan provides effective water quality and watershed protection principles and policies. These principles and policies assist in directing land use decisions and require implementation of consistent water quality protection measures for Development Projects.

In response to the requirements of the 2007 MS4 Permit, the County analyzed its General Plan to assess the effectiveness of existing goals and policies related to water quality, watershed protection, and stormwater pollution. The County comprehensively updated the General Plan by developing goals and policies to protect water quality and watersheds, and to minimize stormwater pollution. These future goals and policies replaced those found in the existing regional elements, as well as some of the Community Plans, and are primarily addressed in the Conservation and Open Space Element (general water management and protection and maintenance of water resources policies), the Mobility Element (low impact development applications for roadways), and the Safety Element (floodplain and floodway management). The most recent General Plan was adopted by the County Board of Supervisors on August 3, 2011.

3.2.4.2 Watershed Protection Ordinance (WPO) Update

The WPO establishes stormwater requirements for managing and controlling discharges on existing sites and development sites. The WPO was last amended and approved by the County of San Diego's Board of Supervisors in June 2015. The WPO update includes new requirements for pollutant control BMPs, as well as the definition of Priority Development Projects. The most current version of the WPO is incorporated by reference in the BMP Design Manual.

3.2.4.3 BMP Design Manual

3.2.4.3.1 Model Regional BMP Design Manual

The Copermittees organized a formal workgroup to oversee the development of the Model BMP Design Manual. The manual is based on the previous Model SUSMP and it incorporates the new requirements in the 2013 MS4 Permit. New requirements for development projects relate to retention and re-use, biofiltration, and Priority Development Project (PDP) categories. The manual will also incorporate the requirements and methodology from the regional Hydromodification Management Plan (HMP) and critical coarse sediment yield area protection.

3.2.4.3.2 Local BMP Design Manual

In an effort to facilitate the submittal of an updated local BMP Design Manual for all jurisdictions, the Copermittees collaborated on the development of a model BMP Design Manual for regional consistency. The local BMP Design Manual update includes updated BMP requirements, including:

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1. Retention/re-use of runoff from the 85th percentile storm event;
2. Revised BMP classification and naming;
3. Alternative compliance options, if adopted by the County; and
4. Avoidance of critical coarse sediment areas.

The County's BMP Design Manual can be accessed on the internet at <http://www.sandiegocounty.gov/content/sdc/dpw/watersheds.html>

3.2.4.3.3 Low Impact Development

The County's *Low Impact Development Handbook—Stormwater Management Strategies* document was created in 2007 and then updated in July 2014 by a multidisciplinary Technical Advisory Committee. The document serves as a guidance document for the planning, application, design, and maintenance of low impact development (LID) BMPs. LID feasibility and applicability criteria and specific LID requirements are specified in the BMP Design Manual.

3.2.4.3.4 Hydromodification Management Plan (HMP)

The Final Hydromodification Management Plan (Final HMP) for the region was approved in March of 2011 and subsequently incorporated in the County SUSMP. The BMP Design Manual has been developed to supersede and replace both the Final HMP and the County SUSMP. The Final HMP will still be made available as a reference since it documents in detail the process that was used to develop the design requirements.

One change to the hydromodification management requirements in the 2013 MS4 Permit is the avoidance of critical sediment yield areas. The BMP Design Manual includes the criteria for demonstrating compliance with this requirement.

3.2.4.3.5 Alternative Compliance

Pursuant to 2013 MS4 Permit Section E.3.c.(3), the County may elect to develop and implement an offsite alternative compliance program. Under an alternative compliance program, public and private project proponents may be allowed to utilize offsite projects to satisfy treatment or hydromodification requirements in lieu of fully mitigating post-project runoff conditions onsite. A variety of offsite project types such as BMP retrofits, land purchases, and stream rehabilitation might be used to satisfy these requirements. The 2013 MS4 Permit allows the development of in lieu fee structures and water quality credit systems as potential options for meeting these obligations. Credit systems require Regional Board review and acceptance.

3.2.4.3.6 Submittals

The Copermittees anticipate submitting the BMP Design Manual to the Regional Board by June 27, 2015, for its review. The BMP Design Manual will be available on the Regional Clearinghouse within 30 days of submittal and implemented within 180 days of the submittal.

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3.3 ENVIRONMENTAL REVIEW PROCESS

All County discretionary permit applications undergo environmental review prescribed by the California Environmental Quality Act (CEQA). Part of this review involves an assessment of the project's potential water quality direct and cumulative impacts, which are documented on a CEQA Initial Study-Environmental Checklist Form. Section IX of this checklist includes review questions specific to hydrology and water quality (Attachment 3.1). For each question, staff will review the project proposal and determine if the project will have: "No Impact," "Less Than Significant Impact," "Less Than Significant With Mitigation Incorporated," or a "Potentially Significant Impact." For each determination, a description of the impact significance is included.

To determine the threshold for significance, the County created *Guidelines for Determining Significance* under CEQA to provide a consistent, objective, and predictable evaluation of whether development projects in the County Unincorporated area will have "significant" environmental impacts. These significance determinations provide the guidance for answering the questions in each section of the Initial Study. Section IX of the Initial Study pertains to Hydrology and Water Quality, where the answers to potential impacts are grouped in four categories: (1) Potentially Significant Impacts, (2) Potentially Significant Impact Unless Mitigation Incorporated, (3) Less than Significant Impact, and (4) No Impact. The complete CEQA Initial Study – Environmental Checklist Form for Hydrology and Water Quality is located in Attachment 3.1. Findings of significance generally lead to additional requirements for environmental review and/or mitigation. The *Surface Water Quality Guidelines* are used to evaluate whether a discretionary project may have adverse effects on surface water quality. The Guidelines provide an overview of local watersheds, summarize existing federal and state regulations, describe typical pollutant effects on water quality, and present guidelines to determine significance under CEQA. The following five guidelines are used to determine significance under CEQA, each of which is described in greater detail in the document:

1. The project is a development project listed in County of San Diego, Code of Regulatory Ordinances (Regulatory Ordinances), Section 67.802(i), as amended, and does not comply with the standards set forth in the Additional Planning, Design and Post-Construction Requirements for Development Projects, Regulatory Ordinances Section 67.810, as amended, or the Additional Requirements for Construction Projects set forth in Regulatory Ordinances, Section 67.809.
2. The project would drain to a tributary of an impaired water body listed on the Clean Water Act Section 303(d) list, and will contribute substantial additional pollutant(s) for which the receiving water body is already impaired.
3. The project would drain to a tributary of a drinking water reservoir and will contribute substantially more pollutant(s) than would normally runoff from the project site under natural conditions.
4. The project will contribute pollution in excess of that allowed by applicable State or local water quality objectives or will cause or contribute to the degradation of beneficial uses.

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5. The project does not conform to applicable federal, state, or local “Clean Water” statutes or regulations including, but not limited to, the federal Water Pollution Control Act, California Porter-Cologne Water Quality Control Act, and the County of San Diego Watershed Protection, Stormwater Management, and Discharge Control Ordinance (WPO).
6. The project is located within critical coarse sediment yield areas as mapped in the Watershed Management Area Analysis.

Once significance has been established using the Initial Study Form and the Guidelines, the Project Manager will give the applicant the opportunity to redesign the project to reduce any findings of significance to less than significant. For example, if a “Potentially Significant Impact” is selected on the CEQA Initial Study Form for Water Quality, the project proponents are directed to use the BMP Design Manual and other water quality guidelines to increase mitigation through other project design considerations, BMPs, and/or LID techniques. Once the project design has been negotiated and finalized, a formal CEQA document is created and the project will be given either a CEQA Exemption (no impacts), Negative Declaration (less than significant impacts), Mitigated Negative Declaration (less than significant impacts with mitigation incorporated), or Environmental Impact Report (potentially significant impacts).

3.4 DEVELOPMENT PROJECT APPROVAL AND VERIFICATION PROCESS

3.4.1 Background

As described in the Land Use Planning section 3.2, the WPO establishes the County’s legal authority to regulate stormwater methodologies as outlined by the MS4 Permit. The WPO, in conjunction with the WQIPs, General Plan, and BMP Design Manual, defines the stormwater requirements for managing and controlling discharges and establishes rules for the proper design and layout of development plans. The WQIPs will set forth the jurisdictional planning framework, and the BMP Design Manual will establish specific design requirements for private and municipal stormwater management on development sites. Within the BMP Design Manual are policies and recommendations for BMPs including: source, site, treatment, hydromodification, and LID BMPs. The BMP Design Manual contains the templates for a Standard Stormwater Quality Management Plan (Standard SWQMP) and a Priority Development Project Stormwater Quality Management Plan (PDP SWQMP) for use by project applicants to select appropriate BMPs for each project site.

The County BMP Design Manual is intended for use on both large and small projects processed through the County’s Planning and Development Services (PDS) Project Planning Division, Building Division or Land Development Division. The application of the BMP Design Manual is not limited to Priority Development Projects, but distinguishes those projects from other minor development projects through the requirements of the SWQMP. The BMP Design Manual also applies to County capital improvement projects.

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2013 MS4 Permit Provision E.3.a sets out minimum requirements which must be addressed on a project basis during the approval process. This section describes the application of the County's local BMP Design Manual and project approval process which ensures applicable standards are met for all projects.

3.4.2 Source Characterization

On a project level, water quality impacts may appear to be relatively insignificant. However, when these impacts are considered in context with the cumulative effects of urban development, water quality impacts may become quite significant. Project by project, urban development changes water quality and watershed health by cumulatively increasing impervious surfaces in a region and by introducing new pollutant-generating activities associated with the land use. Land use categories such as automotive repair shops, parking lots, hillside development, and retail gasoline outlets typically have pollutants on site that have an increased potential for pollutants to affect receiving waters. By characterizing each source on a project level and mitigating the effects, cumulative impacts can be reduced to the maximum extent practicable (MEP). Table 3.1 identifies the anticipated pollutants of concern by priority project category.

3.4.3 Best Management Practice Requirements

As defined in the WPO, each proposed project is required to implement measures to ensure that (1) pollutant discharges and runoff flows from development are reduced to the maximum extent practicable; (2) receiving water quality objectives are not violated throughout the life of the project; and (3) runoff flows from development are managed to reduce erosive forces that may impact surface water beneficial use and/or habitat. The project SWQMP determines the anticipated pollutants associated with the development and mitigates for these impacts with proposed BMPs.

3.4.3.1 BMP Requirements for All Development Projects

The BMP Design Manual established the minimum BMP requirements that are applicable to all development projects, regardless of size or type. These measures include general BMP siting, source control BMPs, and site design BMPs.

3.4.3.2 Additional Requirements for Priority Development Projects

The 2013 MS4 Permit requires that Copermittees impose additional requirements on those projects that are considered Priority Development Projects (PDPs). The definition of a PDP is included in the BMP Design Manual. PDPs are required to comply with structural BMP performance requirements specified in the BMP Design Manual. These additional requirements focus on retention of the 85th percentile storm event. If on-site retention is not feasible, other alternatives are available including partial retention and biofiltration.

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PDPs are also required to comply with hydromodification management BMP requirements, as specified in the BMP Design Manual, which address flow duration impacts and critical sediment yield areas.

3.4.3.3 Priority Development Project Exemptions

In some cases, projects can be determined to be exempt from being defined as a PDP. These include sidewalks, bicycle lanes, or trails that direct runoff to adjacent landscaping, are hydraulically disconnected from the street, or are designed and constructed in accordance with USEPA Green Streets guidance. Exemptions may also be provided for street improvements that are designed and constructed in accordance with USEPA Green Streets guidance. Detailed explanations of the exemption criteria are included in the BMP Design Manual.

3.4.3.4 Low Impact Development (LID) Site Design Practices

The WPO has incorporated LID Site Design BMP requirements in Section 67.806 “General Best Management Practice Requirements” to be applicable to all development projects with the potential to add pollutants to stormwater or to affect the flow rate or velocity of stormwater runoff. This requirement defines the general standard for LID Site Design. The more explicit LID Site Design requirements for PDPs have been included in Section 67.810 and 67.811 “Additional Planning, Design and Post-Construction Requirements for Development Projects.” The BMP Design Manual includes a discussion of LID Site Design requirements.

3.4.3.5 Maintenance Requirements for Structural BMPs

The WPO establishes the maintenance requirements of BMPs for all existing and new development permanent BMPs. Section 67.812 establishes requirements for maintenance plans, review of plans, easements, proof of mechanism to ensure long-term maintenance, and enforcement. Chapter 7 of the BMP Design Manual provides the specific details related to maintenance responsibility and BMP Maintenance Plans. In addition, the BMP Design Manual lays out several acceptable mechanisms for verifying BMP maintenance, as follows:

- Maintenance Notification;
- Maintenance Agreements; and/or
- New Community Facilities District or other Special District.

The County in its discretion may decline to accept any proposed mechanism for assuring BMP maintenance, repair, or replacement that is not supported by an adequate and reliable source of funds.

3.4.3.6 Updates to BMPs

As new BMP technologies evolve, the County will consider the adoption of BMPs that are used by Caltrans or other agencies and those that have been proven to meet industry standards.

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3.4.3.7 *Alternative Compliance to Onsite Structural BMP Implementation*

The 2013 MS4 Permit allows for each Copermitee to allow Priority Development Projects to participate in an alternative compliance program instead of fully implementing onsite structural BMPs. If the County adopts this program, in order for projects to participate in the program, they must enter into a voluntary agreement with the County and it must be determined that the alternative compliance improvements will have a greater overall water quality benefit than onsite compliance. Use of alternative compliance does not relieve the project of the requirement to provide onsite flow-through treatment control BMPs to treat the portion of the design capture volume that is not retained onsite.

3.4.4 Program Implementation

3.4.4.1 *Stormwater Quality Management Plan (SWQMP) Project Review and Approval*

Through the implementation of the BMP Design Manual, projects are brought into compliance with the WPO and the 2013 MS4 Permit, as well as the strategies and priorities of the WQIPs. Compliance is accomplished through a series of review processes throughout the County’s Land Use Environmental Group (LUEG) Departments and Divisions. The sections below discuss these review processes for private and capital improvement projects. Table 3.2 provides a list of County staff and their associated responsibilities for ensuring implementation of a successful stormwater program.

3.4.4.1.1 *Private Development Projects*

Table 3.2 - Program Implementation Roles and Responsibilities

Program Implementation Roles and Responsibilities for Development Planning Element		
Program Activity	Responsible Staff	Minimum Frequency
A. Program Planning and Administration		
Review of BMP Requirements (BMP Design Manual)	<ul style="list-style-type: none"> ▪ PDS Land Development ▪ PDS Project Planning 	As needed
Review of Implementation Strategies	<ul style="list-style-type: none"> ▪ DPW Watershed Protection 	Annual
B. Facilitation Activities		
Pre-Application and Initial Consultation Meetings	<ul style="list-style-type: none"> ▪ PDS Project Planning Project Managers 	As needed
Project Application Intake	<ul style="list-style-type: none"> ▪ PDS Zoning Counter 	As needed
PDP SWQMP Review & Approval	<ul style="list-style-type: none"> ▪ PDS Land Development 	As needed
Standard SWQMP Review and Approval	<ul style="list-style-type: none"> ▪ PDS Building Plan Check ▪ PDS Land Development 	As needed
Review of Project Application / CEQA	<ul style="list-style-type: none"> ▪ PDS Project Planning Project Managers ▪ PDS Land Development 	As needed
BMP Maintenance Agreements	<ul style="list-style-type: none"> ▪ PDS Land Development 	As needed
Discretionary Permit Approval	<ul style="list-style-type: none"> ▪ Public Hearing Body 	As needed
Ministerial Permit Processing and Approval	<ul style="list-style-type: none"> ▪ PDS Building Plan Check ▪ DEH Land Use 	As needed

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Program Implementation Roles and Responsibilities for Development Planning Element		
Program Activity	Responsible Staff	Minimum Frequency
Municipal Staff Training	<ul style="list-style-type: none"> ▪ PDS Project Planning ▪ PDS Land Development 	Annual
Outreach	<ul style="list-style-type: none"> ▪ PDS Zoning Counter ▪ PDS Project Planning Project Managers ▪ PDS/DPW Websites and PDS Newsletter 	As needed
C. Feedback & Verification		
SWQMP Tracking	<ul style="list-style-type: none"> ▪ PDS Building Plan Check ▪ PDS Land Development 	As needed
Final SWQMP BMP Verification	<ul style="list-style-type: none"> ▪ PDS Building Inspection Staff ▪ DPW Private Development Construction Inspectors 	As needed
Structural BMP Inventory Updates	<ul style="list-style-type: none"> ▪ DPW Watershed Protection 	Annual
Certification of Structural BMP O&M	<ul style="list-style-type: none"> ▪ Flood Control (Roads) ▪ Property Owner ▪ Special Districts 	Annual
Structural BMP Inspections	<ul style="list-style-type: none"> ▪ DPW Watershed Protection 	As needed
Complaint Investigations	<ul style="list-style-type: none"> ▪ DPW Watershed Protection 	As needed
Enforcement	<ul style="list-style-type: none"> ▪ DPW Watershed Protection 	As needed

To ensure compliance with the 2013 MS4 Permit and WPO, and consistency with the other related County plans (General Plan, WQIPs, JRMP and BMP Design Manual), County staff routinely reviews project inventories, BMP requirements, and implementation strategies associated with the plans. The Department of Public Works (DPW) Watershed Protection Program (WPP) may assist in coordinating with other County staff in PDS and DPW to update and administrate these plans when necessary.

The following sections describe the different activities associated with the facilitation of the project review process, education of stormwater requirements, and BMP implementation.

The County offers pre-application and initial consultation meetings for private projects to assist applicants who anticipate filing a discretionary land use permit application (pre-applications required for large projects such as Tentative Maps and Major Use Permits and optional initial consultations for smaller projects). The purpose of the pre-application and initial consultation meeting is to advise the applicant of potential issues, constraints, and requirements that could be connected with the filing of an application. As part of the pre-application and initial consultation meeting for discretionary projects, GIS tools and preliminary project descriptions are used as part of preliminary assessment of stormwater pollution potential. Applicants will then be advised of filing requirements, general processing timelines, general cost estimates, and the requirements of the WPO as they could affect their project, including the requirement of the preparation of a Stormwater Quality Management Plan.

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Private Project Application Intake

Private project applicants will submit all project information to the zoning counter (discretionary) or building counter (ministerial). Application packets vary in size and scope based on the type of project being submitted. However, most discretionary and ministerial projects require the submittal of either a Standard Stormwater Quality Management Plan (Standard SWQMP) or a Priority Development Project Stormwater Quality Management Plan (PDP SWQMP), and projects that require a grading plan must also submit a hydrology/drainage study as explained in the SWQMP section.

Stormwater Quality Management Plan

In accordance with the WPO, the County requires the development of a SWQMP to be submitted with discretionary and ministerial permit applications. Guidance on the preparation of a SWQMP is provided to all applicants.

The purpose of the SWQMP is to mitigate stormwater impacts by identifying effective permanent BMPs for implementation. The SWQMP review process takes into account the project location, receiving water quality, anticipated project impacts and associated pollutants, and mitigation for impacts with the selection of BMPs. The SWQMP provides needed information to address both stormwater and non-stormwater issues. The Preliminary Grading Plan and Preliminary Hydrology/Drainage Study are an integral part of the SWQMP and provide the technical basis for the SWQMP (see below). However, changes and refinements to the SWQMP may be required as technical review of the application and CEQA documentation continues. The SWQMP requires but is not limited to the following elements:

- Water Quality Pollutants of Concern, Treatment Volume Based on Water Quality Design Storm, Site Plans and Adjacent Land Use, and Soil Characteristics;
- Mitigation Measures to protect water quality, Pollution Prevention BMPs (MEP Based), Site Design BMPs, Source Control BMPs, LID BMPs, and Structural Treatment BMPs;
- Mitigation Measures to prevent increases in downstream erosion to MEP, Site Design BMPs, Source Control BMPs, LID BMPs, and Structural Treatment BMPs;
- Any infiltration BMPs proposed for use on site; and
- Agreements, easements, licenses relating to proposed BMP construction, location, maintenance, or changes in drainage character.

Prioritization

The County utilizes two types of stormwater quality management plans based on the project prioritization. Projects are prioritized using the 2013 MS4 Permit definition of “Priority Development Project” in Provision E.3.b.(1) and “Special Considerations for Redevelopment Projects” in Provision E.3.b.(1). Projects that meet either of these definitions must utilize the BMP Design Manual and create a PDP SWQMP for the project. The PDP SWQMP will

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establish the construction activity prioritization for inspection and the application of structural BMPs. As part of this process, County staff will review the PDP SWQMP along with the Preliminary Grading Plan and additional hydrologic information submitted with the Project's application package to determine what issues should be further addressed.

A Standard Stormwater Quality Management Plan (Standard SWQMP) is used for all development and redevelopment projects that do not meet the 2013 MS4 Permit definition of Priority Development Project. These projects are regarded as insignificant contributors to post-construction pollutant loading and for projects that are substantially complete or not located in urban areas, such as many of those that come through the Building Permit (ministerial) process. SWQMP completion helps to ensure that effective BMPs are implemented; changes and refinements to the SWQMP may be required as technical review of the application and completion of CEQA documentation continues.

Hydrology/Drainage Study

Project proposals that will involve a grading permit must provide a Preliminary Grading Plan. This Grading Plan must include a Preliminary Hydrology/Drainage Study prepared by a Registered Civil Engineer. In certain instances, a Preliminary Hydrology/Drainage Study may be requested to supplement a SWQMP even though the application does not require a grading permit. Staff will utilize all of these studies to evaluate necessary stormwater requirements, including but not limited to site design, LID, source control, and structural BMPs. The Preliminary Hydrology/Drainage Study must include but is not limited to identification of:

- Pre- and post-construction hydrology onsite and downstream;
- Any potential discharges of stormwater offsite and/or any increased potential for downstream erosion; and
- All structural BMPs required to address stormwater issues in compliance with the WPO and the 2013 MS4 Permit.

SWQMP Tracking

SWQMP tracking is managed in the Accela Automation management software system. This database allows PDP and Standard SWQMPs to be tracked. The database provides the County with the means to track and prioritize a watershed-based inventory.

Review of Project Application

Upon submittal of a private project application, the SWQMP is reviewed for compliance with the WPO, General Plan, WQIPs, and BMP Design Manual by the PDS Land Development Division, and by the PDS Project Planning Project Manager. The SWQMPs for Department of Parks and Recreation (DPR) and DPW Capital Improvement Projects (CIP) are reviewed by WPP. At the discretion of the Department of General Services (DGS), the projects are reviewed by PDS-Land Development and the construction is overseen by DPW PDCI and PDS-Building. For private

Jurisdictional Runoff Management Program

projects, DPW staff assists the assigned Project Manager with the technical review of the project application for stormwater compliance. All projects are reviewed using the County's desktop-based GIS application, existing regional land use maps, and other related resources including the prioritization criteria from 2013 MS4 Permit Provision E.3.b.(1) and Provision E.3.b.(2).

CEQA Review

As part of this review, staff will complete CEQA review using an Initial Study – Environmental Checklist Form. Section IX of this checklist includes review questions specific to Hydrology and Water Quality (Attachment 3.1). A complete discussion on determining surface water quality significance under CEQA is covered above in Section 3.3.

Maintenance Agreements

To ensure proper operation and ongoing maintenance of structural BMPs, maintenance notifications or agreements are required. Category 1-type facilities are generally for simple-to-maintain and simple-ownership BMPs that would have a low likelihood for noticeably impacting the receiving water if there was a failure. This notification is registered on title to ensure each subsequent property owner is notified of their responsibility to maintain a structural BMP. A Category 2-type BMP may be more complicated in its ownership or maintenance responsibility and may have a slightly higher risk of impacting the receiving water, if there is a failure. This Agreement is registered on title; has an easement to permit the County to maintain the BMP and money is held for the maintenance of the BMP if it is deemed necessary by the County. Category 3-type BMPs are considered the most risk to the receiving water if there is a failure, so the County takes over the responsibility to maintain and puts in place a mechanism to collect funds for the maintenance. The Maintenance notification and agreement process and procedures is detailed in the County of San Diego's BMP Design Manual.

Conditions of Project Approval

Recommendations from CEQA review and SWQMP that require permanent BMPs for water quality mitigation are then used in formulating conditions of approval for the project. The conditions will typically specify that the requirements of the SWQMP be implemented. The conditions are structured to assure that grading or other activities that could threaten water quality or contribute to contaminated stormwater runoff will not be allowed until all required BMPs and other mitigating actions are included in the SWQMP to the satisfaction of the County.

In addition, if the proposed structural BMPs require long-term maintenance, the applicant will be required to take all necessary measures, to satisfy the County, to assure that ongoing maintenance will occur to prevent water quality pollution. The BMP Design Manual identifies several methods of meeting this requirement which may be accepted by the County.

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Final SWQMP BMP Verification (prior to occupancy)

The verification that BMPs have been constructed in compliance with all specifications, plans and permits for all projects subject to the BMP Design Manual occurs upon the completion of the following construction activity:

1. At the end of grading activities; and
2. At the end of building activities.

The County has established Director's Letters of Instruction (DLIs) for transferring privately constructed PDP projects to the Watershed Protection Program for the County's structural BMP maintenance verification inventory (DLI-LD-W), or to the Flood Control District (DLI-LD-S).

3.4.4.1.2 Capital Improvement Projects

Department of Public Works

Program Planning and Administration:

To ensure compliance with the 2013 MS4 Permit and the various County planning documents and ordinances (General Plan, Watershed Protection Ordinance, Grading Ordinance, WQIPs, JRMP, BMP Design Manual), DPW CIP engineering staff reviews these documents and develops project design strategies that conform to the stormwater requirements prescribed. CIP projects typically involve construction activities that disturb soil and generate sediment and possibly other pollutants. Stormwater runoff from CIP project sites is managed to minimize erosion and sediment transport and prevent water quality degradation. Implementation of MS4 permit and CGP requirements begins in the early phases of project development and continues throughout the life of the project. Engineering staff evaluates a project's stormwater management needs for both the construction period and post-construction period with consideration to the project's scope. Staff utilizes a SWQMP Intake Form to help evaluate the project type and to determine if it is a priority or standard development project. Depending on the result, staff will then complete a Standard or PDP SWQMP. The plan conforms to the MS4 and to the Construction General Permit, and describes which stormwater management methodologies and practices are to be utilized for the project. Priority Development Projects require additional hydromodification design considerations and critical course sediment yield area protection. Throughout the project design process, reviews by other County sections are offered at the various stages. DPW CIP staff ensures that the County's Watershed Protection Program and Field Operations staff review the project storm water impacts, if any, and provide input during these times. A CEQA determination is provided by the County's Environmental Services Unit once the project design elements are complete.

Facilitation Activities:

DPW CIP develops project plans, specifications and estimates. Part of the plan set includes a Conceptual Water Pollution Control Plan. This is developed to determine BMP quantities for bidding purposes and also serves as guidance for the selected contractor to develop their own plan

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prior to construction. If a project disturbs over an acre of soil, the contractor develops a SWPPP from a template available on the County web site. If the project is under an acre, a basic Water Pollution Control Plan (WPCP) is developed. Projects disturbing over 1 acre of soil are required to acquire a Notice of Intent (NOI) from the Regional Board and must submit project registration documents (PRDs) via the State's SMARTS system. During construction, County staff inspects the project for compliance with the plans and specifications, including stormwater requirements. Inspections are conducted and reports completed. Stormwater training is provided by the contractor on a recurring basis. As needed, Rain Event Action Plans (a.k.a. Weather Triggered Action Plans) are developed and implemented during construction. Water quality sampling is conducted during rain events. Reports are provided to the Regional Board according to the requirements of the Construction General Permit. The Maintenance Acceptance Memorandum (illustrated in attachment of DLI-LD-W) is used to notify WPP to add structural BMPs to their maintenance tracking inventory and to provide the maintaining party maintenance Fact Sheets for the BMP once the project is constructed for their use.

Feedback and Verification:

Feedback and verification are performed in numerous ways. Towards the end of the design process, numerous check lists and transmittals are completed to ensure completion of a variety of tasks. These checklists are necessary to ensure completion of tasks prior to project construction advertisement. For projects disturbing over 1 acre of soil, PRDs are uploaded into the State's SMARTS system and an NOI is acquired. A maintenance plan is developed in conjunction with the maintaining party and maintenance responsibility is identified when construction is complete. On a yearly basis, project data is provided to the Watershed Protection group for their use in reporting to the State.

More detail on the implementation of the MS4 and CGP can be found in DLI ES-N. Detail on transferring structural BMP maintenance responsibilities to the maintaining party can be found in DLI ES-G.

Department of General Services

To ensure compliance with the 2013 MS4 Permit and WPO, and consistency with the other related County plans (General Plan, WQIPs, JRMP and BMP Design Manual), County staff routinely reviews project inventories, BMP requirements, and implementation strategies associated with the plans. The Watershed Protection Program may assist in coordinating meetings with other County staff in DGS to update and administrate these plans when necessary.

The Department of General Services Division has an established internal procedure for design, transfer, and maintenance of structural BMPs installed at DGS-CIP projects. The DGS Project Manager (PM) is responsible for project compliance with the County plans. A licensed engineer will provide the SWQMP and structural BMP requirements in conjunction with the Facilities Operations staff that will accept and maintain all structural BMPs. At conclusion of the project, the structural BMPs will be inspected by the PM, the DGS Inspector, the design engineer, and

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Facilities Operations staff. An Acceptance Memorandum is signed and distributed to notify WPP to add structural BMPs to their maintenance tracking inventory and to notify the maintaining party the responsibility for maintaining the structural BMPs has been transferred to them.

Department of Parks and Recreation

When DPR Development initiates a project, DPR uses the BMP Design Manual checklist to determine if the project will require a Standard or PDP SWQMP. Typically, DPR projects do not include impervious surfaces that trigger the impervious surface threshold for a PDP SWQMP. In events where DPR is developing a new project adjacent to an ESA, water body or blue line stream, DPR Development shall consult PDS to determine if a PDP SWQMP is required. The PDP or Standard SWQMP plan form is developed during the project design and incorporated into the construction documents.

When DPR Development identifies that a project requires a PDP SWQMP, DPR contracts out and the consultant provides a plan that DPR reviews for MS4 compliance before implementation. If the plan requires technical expertise for review (i.e., hydromodification), DPR will request DPW WPP staff assistance in reviewing the plans. DPR Development will discuss any proposed permanent BMPs with DPR Operations to identify record keeping and JRMP Annual Reporting and maintenance obligations. Once DPR Operations concurs with the permanent BMPs, DPR Development will oversee the implementation and construction of the permanent BMPs per the major SWQMP. Once constructed, DPR Development will notify DPW WPP of the permanent BMP for the BMP inventory and identify that the construction is complete and DPR Operations is responsible for the ongoing maintenance and reporting, as identified in Section 5.0.

To ensure compliance with the 2013 MS4 Permit and WPO, and consistency with the other related County plans (General Plan, WQIPs, JRMP and BMP Design Manual), County staff routinely reviews project inventories, BMP requirements, and implementation strategies associated with the plans. The Watershed Protection Program may assist in coordinating meetings with other County staff in DPR to update and administrate these plans when necessary.

3.4.4.2 Staff Training

Designated County staff with implementation responsibilities must be trained in accordance with JRMP Section 10.2.

3.4.4.3 Outreach

As part of the facilitation process, education of stormwater management techniques and requirements are ongoing throughout the planning, development, and implementation process. Education targeted to the development and redevelopment community includes direct staff interaction with the public, the development and distribution of informational handouts, and targeted outreach events. In addition, the County continues to use the Project Clean Water website (www.projectcleanwater.org) as an informational resource for the public and permit applicants. Project Clean Water includes templates that can be used by engineers and contractors

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to assist with completion of design packages that are compliant with provisions of the 2013 MS4 Permit related to new development and redevelopment.

Interaction with County Staff

Project applicants learn about water quality and stormwater management during initial interface with Zoning Counter staff upon inquiry of the project submittal package. Potential applicants are given a submittal package, which includes the SWQMP pre-intake checklist. Applicants can learn about County codes and ordinances when they attend a pre-application meeting to discuss their preliminary project. Water quality planning assistance typically includes identifying project locations in relation to hydrologic units and ESAs, explaining project requirements, and locating materials for SWQMP completion. Once the applicant has submitted the project package for discretionary review, County staff may meet with the applicant or may request more information regarding the stormwater management techniques for impact mitigation. The PDS Project Manager is available to answer project-related questions regarding water quality impacts.

County Websites

The County provides extensive website resources to assist applicants in complying with new development and redevelopment requirements. Links to stormwater information related to new development and redevelopment is located on both the PDS and DPW web sites. Links to grading plan guidelines, hydrology and water quality information are located on the PDS website at the following URL: <http://www.sandiegocounty.gov/content/sdc/pds/LandDevelopment.html>

The DPW's website is located at the following URL:
<http://www.sdcountry.ca.gov/dpw/watersheds.html>

The DPW website contains links to numerous resources, including Standard and PDP SWQMP Forms, Preliminary Hydrology/Drainage Study Guidelines, a BMP Design Manual Process Flow Chart, and an 85th Percentile Precipitation Map.

Downloadable documents are one example of the County's website resources. The WQIPs, WPO, Groundwater Ordinance, the BMP Design Manual, LID Handbook, and SWQMP formats are good examples of the downloadable documents.

Training and Outreach Events

The County provides and participates in outreach and education events for local industries and associations. Stormwater-related training seminars and workshops are commonly held throughout the permit cycle for the land development industry targeting planners, engineers, contractors, plan-checkers, and developers.

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3.5 STRUCTURAL BMPS

3.5.1 Structural BMP Inventory

The structural BMP inventory will track all approved and verified structural BMPs on Priority Development Project sites from December 2002 to present. Structural BMPs will be added to the inventory as they are verified at the end of the construction phase as a condition prior to occupancy. The inventory will be watershed based and include the following minimum information:

- Priority Development Project location (address and hydrologic subarea);
- Descriptions of structural BMP type(s);
- Designation of priority;
- Date(s) of construction;
- Party responsible for structural BMP maintenance;
- Dates and findings of structural BMP maintenance verifications;
- Name of person performing inspection;
- If a Self-Verification Document (SVD) was used; and
- Corrective actions and/or resolutions, when applicable.

The inventory will be updated at least annually.

3.5.2 Structural BMP Prioritization

The prioritization of approved structural BMP projects is generally based on the type of structural BMP. Typically, a site that has a hydrodynamic separator or an extended detention basin is classified as a high inspection priority site. A site that has an infiltration trench, permeable pavement or drainage inserts is generally classified as medium, and a site that only has biofilters (swales, strips) would generally be a low inspection priority site. However, many other factors are taken into consideration when determining the priority, such as structural BMP size and number, recommended maintenance frequency, likelihood of operational and maintenance issues, location, receiving water quality, WQIP priorities, compliance record, and other pertinent issues to the site. Additionally, if the structural BMP is designed to directly drain to an Environmentally Sensitive Area or CWA 303(d) impaired waterbody (with or without a TMDL), the site may be re-prioritized upwards. Re-prioritization of any structural BMP may occur periodically upon assessment and determination that any of the factors used to select the initial priority has changed. For instance, if a site has poor compliance history, the site may be re-prioritized upwards.

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3.5.3 Structural BMP Maintenance Verifications

3.5.3.1 Private Structural BMP (Low Priority)

For sites that are low priority, the Responsible Party (homeowner, developer, HOA, etc.) will be required to submit an SVD (Attachment 3.2) confirming that the low priority structural BMP has been maintained (inspected, cleaned, repaired, etc.) or submit to an inspection. The SVD must be submitted to the County DPW WPP for review and approval. This Low Priority SVD consists of a signed certification checklist verifying that the responsible party information is correct and that the maintenance has been performed.

Any complaints regarding low priority structural BMPs will also initiate an investigation and inspection.

3.5.3.2 Private Structural BMP (Medium Priority)

At a minimum, each private Responsible Party will be required to submit to the DPW WPP, an SVD confirming that the medium priority structural BMP has been maintained or submit to an inspection. The Medium Priority SVD (Attachment 3.2) consists of a signed form and supporting documentation such as copies of the service invoices and photographic documentation (before-and-after pictures). Maintenance logs will be kept onsite and made available for review by the County inspector. Moreover, any complaints regarding medium priority structural BMPs will also initiate an investigation and inspection.

3.5.3.3 Private Structural BMP (High Priority)

All sites with high priority structural BMPs will be inspected by County staff each year prior to October 1st.

3.5.3.4 County Special District Structural BMP Maintenance Verification (Category 3)

For private structural BMPs maintained by the County, the division responsible for maintaining the structural BMP maintains documentation that illustrates the approved structural BMP has routinely been inspected and maintained as necessary.

3.5.3.5 County Municipal Facilities Structural BMPs Category 4 (High, Medium, Low)

The County division responsible for maintaining structural BMPs maintains documentation indicating that the approved structural BMP has been inspected and maintained as necessary.

3.5.4 Structural BMP Inspection and Oversight

3.5.4.1 Compliance Inspections

As required by the 2013 MS4 Permit, the County inspects annually 100 percent of the structural BMPs designated as high priority. In addition, the County inspects a minimum of 20 percent of the total number of sites with approved structural BMPs.

Category 3 and 4 inspections must be conducted by County staff as part of the routine maintenance of the structural BMPs. Staff will follow standardized inspection procedures and complete appropriate documentation.

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3.5.4.2 *Enforcement*

Please refer to the Enforcement Response Plan for details regarding enforcement of structural BMPs.

3.5.4.3 *Funding*

Proposed funding mechanisms for Category 3 and 4 maintenance activities are described in the BMP Design Manual.

Section 3 Attachments

Attachment 3.1: CEQA Initial Study-Environmental Checklist Form for Hydrology and Water Quality

Attachment 3.2: Self-Verification Documents

Attachment 3.1 – CEQA – Initial Study Environmental Checklist Form

Attachment 3.1

CEQA – Initial Study Environmental Checklist Form

IX. HYDROLOGY AND WATER QUALITY – Would the project:

a) Violate any water quality standards or waste discharge requirements?

- | | |
|---|---|
| <input type="checkbox"/> Potentially Significant Impact | <input type="checkbox"/> Less than Significant Impact |
| <input type="checkbox"/> Less than Significant with Mitigation Incorporated | <input type="checkbox"/> No Impact |

Discussion/Explanation:

b) Is the project tributary to an already impaired water body, as listed on the Clean Water Act Section 303(d) list? If so, could the project result in an increase in any pollutant for which the water body is already impaired?

- | | |
|---|---|
| <input type="checkbox"/> Potentially Significant Impact | <input type="checkbox"/> Less than Significant Impact |
| <input type="checkbox"/> Less than Significant with Mitigation Incorporated | <input type="checkbox"/> No Impact |

Discussion/Explanation:

c) Could the proposed project cause or contribute to an exceedance of applicable surface or groundwater receiving water quality objectives or degradation of beneficial uses?

- | | |
|---|---|
| <input type="checkbox"/> Potentially Significant Impact | <input type="checkbox"/> Less than Significant Impact |
| <input type="checkbox"/> Less than Significant with Mitigation Incorporated | <input type="checkbox"/> No Impact |

Discussion/Explanation:

d) Substantially deplete groundwater supplies or interfere substantially with groundwater recharge such that there would be a net deficit in aquifer volume or a lowering of the local groundwater table level (e.g., the production rate of pre-existing nearby wells would drop to a level which would not support existing land uses or planned uses for which permits have been granted)?

- | | |
|---|---|
| <input type="checkbox"/> Potentially Significant Impact | <input type="checkbox"/> Less than Significant Impact |
| <input type="checkbox"/> Less than Significant with Mitigation Incorporated | <input type="checkbox"/> No Impact |

Discussion/Explanation:

e) Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, in a manner which would result in substantial erosion or siltation on- or off-site?

- | | |
|---|---|
| <input type="checkbox"/> Potentially Significant Impact | <input type="checkbox"/> Less than Significant Impact |
| <input type="checkbox"/> Less than Significant with Mitigation Incorporated | <input type="checkbox"/> No Impact |

Discussion/Explanation:

Attachment 3.1

CEQA – Initial Study Environmental Checklist Form

f) Substantially alter the existing drainage pattern of the site or area, including through the alteration or the course of a stream or river, or substantially increase the rate or amount of surface runoff in a manner which would result in flooding on- or off-site?

- | | |
|---|---|
| <input type="checkbox"/> Potentially Significant Impact | <input type="checkbox"/> Less than Significant Impact |
| <input type="checkbox"/> Less than Significant with Mitigation Incorporated | <input type="checkbox"/> No Impact |

Discussion/Explanation:

g) Create or contribute runoff water which would exceed the capacity of existing or planned stormwater drainage systems?

- | | |
|---|---|
| <input type="checkbox"/> Potentially Significant Impact | <input type="checkbox"/> Less than Significant Impact |
| <input type="checkbox"/> Less than Significant with Mitigation Incorporated | <input type="checkbox"/> No Impact |

Discussion/Explanation:

h) Provide substantial additional sources of polluted runoff?

- | | |
|---|---|
| <input type="checkbox"/> Potentially Significant Impact | <input type="checkbox"/> Less than Significant Impact |
| <input type="checkbox"/> Less than Significant with Mitigation Incorporated | <input type="checkbox"/> No Impact |

Discussion/Explanation:

i) Otherwise substantially degrade water quality?

- | | |
|---|---|
| <input type="checkbox"/> Potentially Significant Impact | <input type="checkbox"/> Less than Significant Impact |
| <input type="checkbox"/> Less than Significant with Mitigation Incorporated | <input type="checkbox"/> No Impact |

Discussion/Explanation:

j) Place housing within a 100-year flood hazard area as mapped on a federal Flood Hazard Boundary or Flood Insurance Rate Map or other flood hazard delineation map?

- | | |
|---|---|
| <input type="checkbox"/> Potentially Significant Impact | <input type="checkbox"/> Less than Significant Impact |
| <input type="checkbox"/> Less than Significant with Mitigation Incorporated | <input type="checkbox"/> No Impact |

Discussion/Explanation:

k) Place within a 100-year flood hazard area structures which would impede or redirect flood flows?

- | | |
|---|---|
| <input type="checkbox"/> Potentially Significant Impact | <input type="checkbox"/> Less than Significant Impact |
| <input type="checkbox"/> Less than Significant with Mitigation Incorporated | <input type="checkbox"/> No Impact |

Discussion/Explanation:

Attachment 3.1

CEQA – Initial Study Environmental Checklist Form

l) Expose people or structures to a significant risk of loss, injury or death involving flooding?

- | | |
|---|---|
| <input type="checkbox"/> Potentially Significant Impact | <input type="checkbox"/> Less than Significant Impact |
| <input type="checkbox"/> Less than Significant with Mitigation Incorporated | <input type="checkbox"/> No Impact |

Discussion/Explanation:

m) Expose people or structures to a significant risk of loss, injury or death involving flooding as a result of the failure of a levee or dam?

- | | |
|---|---|
| <input type="checkbox"/> Potentially Significant Impact | <input type="checkbox"/> Less than Significant Impact |
| <input type="checkbox"/> Less than Significant with Mitigation Incorporated | <input type="checkbox"/> No Impact |

Discussion/Explanation:

n) Inundation by seiche, tsunami, or mudflow?

- | | |
|---|---|
| <input type="checkbox"/> Potentially Significant Impact | <input type="checkbox"/> Less than Significant Impact |
| <input type="checkbox"/> Less than Significant with Mitigation Incorporated | <input type="checkbox"/> No Impact |

Discussion/Explanation:

Attachment 3.2 – Self Verification Documents

**PRIVATE TREATMENT CONTROL BMP
OPERATION AND MAINTENANCE VERIFICATION FORM
BIOFILTERS**

1. Transcribe the following information from your notification letter and make corrections as necessary:

Permit No.: _____

BMP Location: _____

Responsible Party: _____

Phone Number: () _____ Check here for Phone Number Change

Responsible Party Address: _____

Number Street Name & Suffix City/Zip

Check here for Address Change

2. Using the Table below, please describe the inspections and maintenance activities that have been conducted during the last year, and date(s) maintenance was performed. Under "Results of Inspection," indicate whether maintenance was required based on each inspection, and if so, what type of maintenance. If maintenance was required, provide the date maintenance was conducted and description of the maintenance. Refer to the back of this sheet for information describing typical maintenance indicators and maintenance activities. If no maintenance was required based on the inspection results, state "no maintenance required."

Date of Inspection	Results of Inspection	Date Maintenance Completed and Description of Maintenance Conducted

3. Attach copies of available supporting documents (photographs, copies of maintenance contracts, and/or maintenance records).

4. Sign the bottom of the form and return to:

County of San Diego Watershed Protection Program
Treatment Control BMP Tracking
5510 Overland Ave, Suite 410
San Diego, CA 92123

**PRIVATE TREATMENT CONTROL BMP
OPERATION AND MAINTENANCE VERIFICATION FORM
BIOFILTERS – SIDE 2**

The following list of typical maintenance indicators and maintenance activities for biofilters is provided for your reference.

Biofilter BMPs Inspection and Maintenance Checklist	
Typical Maintenance Indicators	Typical Maintenance Actions
Accumulation of sediment, litter, or debris	Remove and properly dispose of accumulated materials, without damage to the vegetation.
Poor vegetation establishment	Re-seed, re-establish vegetation.
Overgrown vegetation	Mow or trim as appropriate, but not less than the design height of the vegetation (typically 4-6 inches for grass).
Erosion due to concentrated irrigation flow	Repair/re-seed eroded areas and adjust the irrigation system.
Erosion due to concentrated stormwater runoff flow	Repair/re-seed eroded areas and make appropriate corrective measures such as adding erosion control blankets, adding stone at flow entry points, or re-grading where necessary.
Standing water (BMP not draining)	Make appropriate corrective measures such as adjusting irrigation system, removing obstructions of debris or invasive vegetation, clearing underdrains (where applicable), or repairing/replacing compacted soils.
Obstructed inlet or outlet structure	Clear obstructions.
Damage to structural components such as weirs, inlet, or outlet structures	Repair or replace as applicable.

Signature of Responsible Party

Print Name

Date

PRIVATE TREATMENT CONTROL BMP OPERATION AND MAINTENANCE VERIFICATION FORM INFILTRATION SYSTEM

1. Transcribe the following information from your notification letter and make corrections as necessary:

Permit No.: _____

BMP Location: _____

Responsible Party: _____

Phone Number: () _____ Check here for Phone Number Change

Responsible Party Address: _____

Number Street Name & Suffix City/Zip

Check here for Address Change

2. Using the Table below, please describe the inspections and maintenance activities that have been conducted during the last year, and date(s) maintenance was performed. Under "Results of Inspection," indicate whether maintenance was required based on each inspection, and if so, what type of maintenance. If maintenance was required, provide the date maintenance was conducted and description of the maintenance. Refer to the back of this sheet for information describing typical maintenance indicators and maintenance activities. If no maintenance was required based on the inspection results, state "no maintenance required."

Date of Inspection	Results of Inspection	Date Maintenance Completed and Description of Maintenance Conducted

3. Attach copies of available supporting documents (photographs, copies of maintenance contracts, and/or maintenance records).

4. Sign the bottom of the form and return to:

County of San Diego Watershed Protection Program
Treatment Control BMP Tracking
5510 Overland Ave, Suite 410
San Diego, CA 92123

**PRIVATE TREATMENT CONTROL BMP
OPERATION AND MAINTENANCE VERIFICATION FORM
INFILTRATION – SIDE 2**

The following list of typical maintenance indicators and maintenance activities for infiltration BMPs is provided for your reference. There are many types of infiltration BMPs including basins that store storm water runoff in above-ground ponding areas until it infiltrates into the surrounding soils, and gravel-filled trenches or wells that store storm water runoff in the gravel reservoir until it infiltrates into the surrounding soils. This BMP category also includes permeable paving areas that store storm water runoff in a gravel reservoir under the permeable paving surface.

Infiltration BMPs Inspection and Maintenance Checklist	
Typical Maintenance Indicators	Typical Maintenance Actions
Accumulation of sediment, litter, or debris in infiltration basin, pre-treatment device, or on surface of porous pavement, as applicable	Remove and properly dispose of accumulated materials.
Standing water in infiltration basin	Remove and replace clogged surface soils.
Standing water in infiltration trench, dry well, or subsurface reservoir bed	Flush fine sediment from gravel storage area.
Standing water in permeable paving area	Flush fine sediment from paving and subsurface gravel.
Damage to permeable paving surface resulting in reduced storm water intake capacity	Repair or replace damaged surface as appropriate.

When inspection or maintenance indicates sediment is accumulating in an infiltration BMP, the watershed draining to the infiltration BMP should be examined to determine the source of the sediment, and corrective measures should be made as applicable to minimize the sediment supply.

Signature of Responsible Party

Print Name

Date

PRIVATE TREATMENT CONTROL BMP OPERATION AND MAINTENANCE VERIFICATION FORM HYDRODYNAMIC SEPARATORS

1. Transcribe the following information from your notification letter and make corrections as necessary:

Permit No.: _____

BMP Location: _____

Responsible Party: _____

Phone Number: () _____ Check here for Phone Number Change

Responsible Party Address: _____

Number Street Name & Suffix City/Zip

Check here for Address Change

2. Using the Table below, please describe the inspections and maintenance activities that have been conducted during the last year, and date(s) maintenance was performed. Under "Results of Inspection," indicate whether maintenance was required based on each inspection, and if so, what type of maintenance. If maintenance was required, provide the date maintenance was conducted and description of the maintenance. Refer to the back of this sheet for information describing typical maintenance indicators and maintenance activities. If no maintenance was required based on the inspection results, state "no maintenance required."

Date of Inspection	Results of Inspection	Date Maintenance Completed and Description of Maintenance Conducted

3. Attach copies of available supporting documents (photographs, copies of maintenance contracts, and/or maintenance records).

4. Sign the bottom of the form and return to: County of San Diego Watershed Protection Program
Treatment Control BMP Tracking
5510 Overland Ave, Suite 410
San Diego, CA 92123

**PRIVATE TREATMENT CONTROL BMP
OPERATION AND MAINTENANCE VERIFICATION FORM
HYDRODYNAMIC SEPARATORS – SIDE 2**

The following list of typical maintenance indicators and maintenance activities for hydrodynamic separators is provided for your reference.

Hydrodynamic Separator BMPs Inspection and Maintenance Checklist	
Typical Maintenance Indicators	Typical Maintenance Actions
Accumulation of sediment, litter, or debris	Remove and properly dispose of accumulated materials.
Accumulation of floating oil and grease	Remove and properly dispose of oil and grease.
Spent or clogged sorbent material or media pack	Remove and properly dispose of sorbent material or media pack, and replace with fresh material. These materials/media are potentially hazardous and must be handled by a properly trained contractor.
Damage to components of the hydrodynamic separator	Repair or replace as applicable.

Maintenance of hydrodynamic separators involves handling of potentially hazardous material (oil and/or oil sorbent material), which requires special disposal. Additionally, maintenance may involve entry into the hydrodynamic separator underground. Therefore the maintenance operator must be trained in handling and disposal of hazardous waste, and must also be certified for confined space entry if the maintenance will require entry into the hydrodynamic separator. Therefore it is recommended that private BMP owners obtain a maintenance contract with a qualified contractor to provide inspection and maintenance. There are several storm drain cleaning service providers who are able to inspect and/or maintain hydrodynamic separators. Contact the manufacturer of the hydrodynamic separator to find qualified service providers.

Signature of Responsible Party

Print Name

Date

**PRIVATE TREATMENT CONTROL BMP
OPERATION AND MAINTENANCE VERIFICATION FORM
FILTRATION DEVICES**

1. Transcribe the following information from your notification letter and make corrections as necessary:

Permit No.: _____

BMP Location: _____

Responsible Party: _____

Phone Number: () _____ Check here for Phone Number Change

Responsible Party Address: _____

Number Street Name & Suffix City/Zip

Check here for Address Change

2. Using the Table below, please describe the inspections and maintenance activities that have been conducted during the last year, and date(s) maintenance was performed. Under "Results of Inspection," indicate whether maintenance was required based on each inspection, and if so, what type of maintenance. If maintenance was required, provide the date maintenance was conducted and description of the maintenance. Refer to the back of this sheet for information describing typical maintenance indicators and maintenance activities. If no maintenance was required based on the inspection results, state "no maintenance required."

Date of Inspection	Results of Inspection	Date Maintenance Completed and Description of Maintenance Conducted

3. Attach copies of available supporting documents (photographs, copies of maintenance contracts, and/or maintenance records).

4. Sign the bottom of the form and return to:

County of San Diego Watershed Protection Program
Treatment Control BMP Tracking
5510 Overland Ave, Suite 410
San Diego, CA 92123

**PRIVATE TREATMENT CONTROL BMP
OPERATION AND MAINTENANCE VERIFICATION FORM
FILTRATION – SIDE 2**

The following list of typical maintenance indicators and maintenance activities for filtration BMPs is provided for your reference.

Filtration BMPs Inspection and Maintenance Checklist	
Typical Maintenance Indicators	Typical Maintenance Actions
Accumulation of sediment, litter, or debris	Remove and properly dispose of accumulated materials.
Accumulation of floating oil and grease	Remove and properly dispose of oil and grease.
Clogged filter media	Remove and properly dispose of filter media, and replace with fresh media.
Damage to components of the filtration system	Repair or replace as applicable.

Maintenance of filtration BMPs involves handling of potentially hazardous material (oil and/or oil sorbent material), which requires special disposal. Additionally, maintenance may involve entry into the filtration BMP underground. Therefore the maintenance operator must be trained in handling and disposal of hazardous waste, and must also be certified for confined space entry if the maintenance will require entry into the filtration BMP. Therefore it is recommended that private BMP owners obtain a maintenance contract with a qualified contractor to provide inspection and maintenance. There are several storm drain cleaning service providers who are able to inspect and/or maintain filtration BMPs. Contact the manufacturer of the filtration system to find qualified service providers.

Signature of Responsible Party

Print Name

Date

PRIVATE TREATMENT CONTROL BMP OPERATION AND MAINTENANCE VERIFICATION FORM DRAINAGE INSERTS

1. Transcribe the following information from your notification letter and make corrections as necessary:

Permit No.: _____

BMP Location: _____

Responsible Party: _____

Phone Number: () _____ Check here for Phone Number Change

Responsible Party Address: _____

Check here for Address Change Number Street Name & Suffix City/Zip

2. Using the Table below, please describe the inspections and maintenance activities that have been conducted during the last year, and date(s) maintenance was performed. Under "Results of Inspection," indicate whether maintenance was required based on each inspection, and if so, what type of maintenance. If maintenance was required, provide the date maintenance was conducted and description of the maintenance. Refer to the back of this sheet for information describing typical maintenance indicators and maintenance activities. If no maintenance was required based on the inspection results, state "no maintenance required."

Date of Inspection	Results of Inspection	Date Maintenance Completed and Description of Maintenance Conducted

3. Attach copies of available supporting documents (photographs, copies of maintenance contracts, and/or maintenance records).

4. Sign the bottom of the form and return to:

County of San Diego Watershed Protection Program
Treatment Control BMP Tracking
5510 Overland Ave, Suite 410
San Diego, CA 92123

**PRIVATE TREATMENT CONTROL BMP
OPERATION AND MAINTENANCE VERIFICATION FORM
DRAINAGE INSERTS- SIDE 2**

The following list of typical maintenance indicators and maintenance activities for drainage inserts is provided for your reference.

Drainage Insert BMPs Inspection and Maintenance Checklist	
Typical Maintenance Indicators	Typical Maintenance Actions
Accumulation of sediment, litter, or debris	Remove and properly dispose of accumulated materials.
Spent or clogged sorbent material or media pack	Remove and properly dispose of sorbent material or media pack, and replace with fresh material. These materials/media are potentially hazardous and must be handled by a properly trained contractor.
Damage to components of the drainage insert	Repair or replace as applicable.

Maintenance of drainage inserts involves handling of potentially hazardous material (oil sorbent material), which requires special disposal. Additionally, maintenance may involve entry into the storm drain inlet underground. Therefore the maintenance operator must be trained in handling and disposal of hazardous waste, and must also be certified for confined space entry if the maintenance will require entry into the storm drain inlet. Therefore it is recommended that private BMP owners obtain a maintenance contract with a qualified contractor to provide inspection and maintenance. There are several storm drain cleaning service providers who are able to inspect and/or maintain drainage inserts. Contact the manufacturer of the drainage insert to find qualified service providers.

Signature of Responsible Party

Print Name

Date

PRIVATE TREATMENT CONTROL BMP OPERATION AND MAINTENANCE VERIFICATION FORM DETENTION SYSTEM

1. Transcribe the following information from your notification letter and make corrections as necessary:

Permit No.: _____

BMP Location: _____

Responsible Party: _____

Phone Number: () _____ Check here for Phone Number Change

Responsible Party Address: _____

Number Street Name & Suffix City/Zip

Check here for Address Change

2. Using the Table below, please describe the inspections and maintenance activities that have been conducted during the last year, and date(s) maintenance was performed. Under "Results of Inspection," indicate whether maintenance was required based on each inspection, and if so, what type of maintenance. If maintenance was required, provide the date maintenance was conducted and description of the maintenance. Refer to the back of this sheet for information describing typical maintenance indicators and maintenance activities. If no maintenance was required based on the inspection results, state "no maintenance required."

Date of Inspection	Results of Inspection	Date Maintenance Completed and Description of Maintenance Conducted

3. Attach copies of available supporting documents (photographs, copies of maintenance contracts, and/or maintenance records).

4. Sign the bottom of the form and return to: County of San Diego Watershed Protection Program
Treatment Control BMP Tracking
5510 Overland Ave, Suite 410
San Diego, CA 92123

**PRIVATE TREATMENT CONTROL BMP
OPERATION AND MAINTENANCE VERIFICATION FORM
DETENTION – SIDE 2**

The following list of typical maintenance indicators and maintenance activities for detention basins is provided for your reference.

Detention BMPs Inspection and Maintenance Checklist	
Typical Maintenance Indicators	Typical Maintenance Actions
Poor vegetation establishment	Re-seed, re-establish vegetation.
Overgrown vegetation	Mow or trim as appropriate.
Erosion due to concentrated irrigation flow	Repair/re-seed eroded areas and adjust the irrigation system.
Erosion due to concentrated stormwater runoff flow	Repair/re-seed eroded areas and make appropriate corrective measures such as adding erosion control blankets, adding stone at flow entry points, or re-grading where necessary.
Gopher holes	Repair/re-seed holes and make appropriate corrective measures to prevent rodent activity.
Accumulation of sediment, litter, or debris	Remove and properly dispose of accumulated materials, without damage to the vegetation.
Standing water (BMP not draining)	Make appropriate corrective measures such as adjusting irrigation system, removing obstructions of debris or invasive vegetation, or re-grading for proper drainage.
Obstructed inlet or outlet structure	Clear obstructions.
Damage to structural components such as weirs, inlet, or outlet structures	Repair or replace as applicable.

Signature of Responsible Party

Print Name

Date