CITY OF COLTON

PUBLIC WORKS DEPARTMENT
ENGINEERING DIVISION

160 S. 10TH STREET, COLTON, CA 92324
http://www.ci.colton.ca.us/

WATER QUALITY MANAGEMENT PLAN PROCEDURES

I. GENERAL

WATER QUALITY MANAGEMENT PLANS REQUIRED

NPDES Water Quality Management Plans are required for private new development and significant redevelopment projects and equivalent City of Colton capital projects that qualify as a priority project or a non priority project. The following definitions are taken from the Orange County 2003 Drainage Area Management Plan (DAMP) which was the source of language of the San Bernardino Water Quality Management Plan:

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

Significant Redevelopment – means development that would add 5,000 or more square feet of impervious surface on an already developed site. Significant redevelopment includes, but is not limited to:

- Expansion of a building footprint;
- Addition of a building and/or structure;
- Addition of an impervious surface that is not part of a routine maintenance activity such as construction of a new parking lot.

Priority Project

- Residential development of 10 units or more
- Commercial and industrial development greater than 100,000 square feet including parking areas.
- Restaurant where the land area of development is 5,000 square feet or more including parking areas.
- Hillside development on 10,000 square feet or more, which is located on areas with known erosive soil conditions or where the natural slope is 25 percent or more.
- Parking lot area of 5,000 square feet or more, or with 15 or more parking spaces, and potentially exposed to urban runoff.
- All Significant redevelopment projects, where significant redevelopment is defined as the addition of 5,000 or more square feet of impervious surface on an already developed site.

Non-Priority Project – means a new development or equivalent City of Colton capital project that does not qualify as a priority project and

- Requires discretionary action (i.e. *public hearing before the City Council, Planning Commission, Design Review Committee or City Engineer)* that will include a precise plan of development. Or ;
- Requires a non-residential plumbing permit (*a municipal, commercial or residential plumbing permit, excluding potable water or sewage – typically for gasoline piping systems or tank installations*).

PRELIMINARY/CONCEPTUAL WATER QUALITY MANAGEMENT PLAN – INITIAL SUBMITTAL

A Preliminary Water Quality Management Plan is required for new development and significant redevelopment projects that require approval by the Design Review Committee, Planning Commission or City Council. Applicants are encouraged to submit the Preliminary WQMP concurrently with the PREFILE submittal. The Preliminary WQMP must be approved prior to publishing the staff report for the public hearing.

For City of Colton capital projects, the Preliminary WQMP should be submitted to the Engineering Department at the 35% design stage or at the next earliest design review submittal. The WQMP shall be based on the San Bernardino County Water Quality Management Plan.

For private developments that do not require discretionary approval, developers are encouraged to submit a Preliminary WQMP

The submittal for the Preliminary WQMP shall consist of the following:

1. Three (3) copies of Preliminary Water Quality Management Plans. The plan must include Site Design Best Management Practices (BMPs) and Treatment Control BMPs. The Source Control BMPs and BMP Maintenance can be excluded from the Preliminary WQMP and can be added when the Project WQMP is submitted.
2. Three (3) copies of the following items
    a. A conceptual grading plan
    b. A preliminary drainage report, including hydrology calculations, map, and calculations for sizing treatment control Best Management Practices (BMPs)
    c. A preliminary geotechnical report
3. A plan review deposit shall be submitted to the Public Works Department.

PROJECT WATER QUALITY MANAGEMENT PLAN – INITIAL SUBMITTAL

The initial submittal of the Project WQMP shall consist of the following:

1. Three (3) copies of Water Quality Management Plans
2. Three (3) copies of the grading plan package including:
    a. The Grading Plan
    b. The Drainage Report, including hydrology calculations, map, and hydraulic calculations for storm drain plans and sizing treatment control Best Management Practices (BMPs). The drainage study shall conform to the requirements listed in the City's Drainage Design Manual.
    c. The Geotechnical Report
3. A plan review deposit shall be submitted to the Public Works Department.

Incomplete plans will not be reviewed or processed, the civil engineer will be notified and the WQMP package will be returned. The project WQMP must be approved prior to approval of the grading plan, subdivision map or issuance of building permit whichever occurs first.

III. WATER QUALITY MANAGEMENT PLANS FORMAT

The Water Quality Management Plan shall be prepared in conformance to the requirements of the San Bernardino County (WQMP) Water Quality Management Plan Guidance Document. The City of Colton is in the Santa Ana Region. The WQMP is available on the County's Storm water Program website http://www.co.san-bernardino.ca.us/stormwater/educational_materials.htm Link to the Storm water section and click on the WQMP Guidance section on the lower side of the page.

THE SANTA ANA RIVER

Reaches
The mainstream of the Santa Ana River is divided into six reaches (Figure 1-2). Each reach is generally a Hydrologic and water quality unit.

Reach 6 includes the river upstream of Seven Oaks Dam, now under construction. Flows consist largely of snowmelt and storm runoff. Water quality tends to be very high.

Reach 5 extends from Seven Oaks Dam to San Bernardino, to the San Jacinto Fault (Bunker Hill Dike), which marks the downstream edge of the Bunker Hill groundwater basin. Most of this reach tends to be dry, except as a result of storm flows, and the channel is largely operated as a flood control facility. The extreme lower end of this reach includes rising water and intermittently, San Timoteo Creek flows.

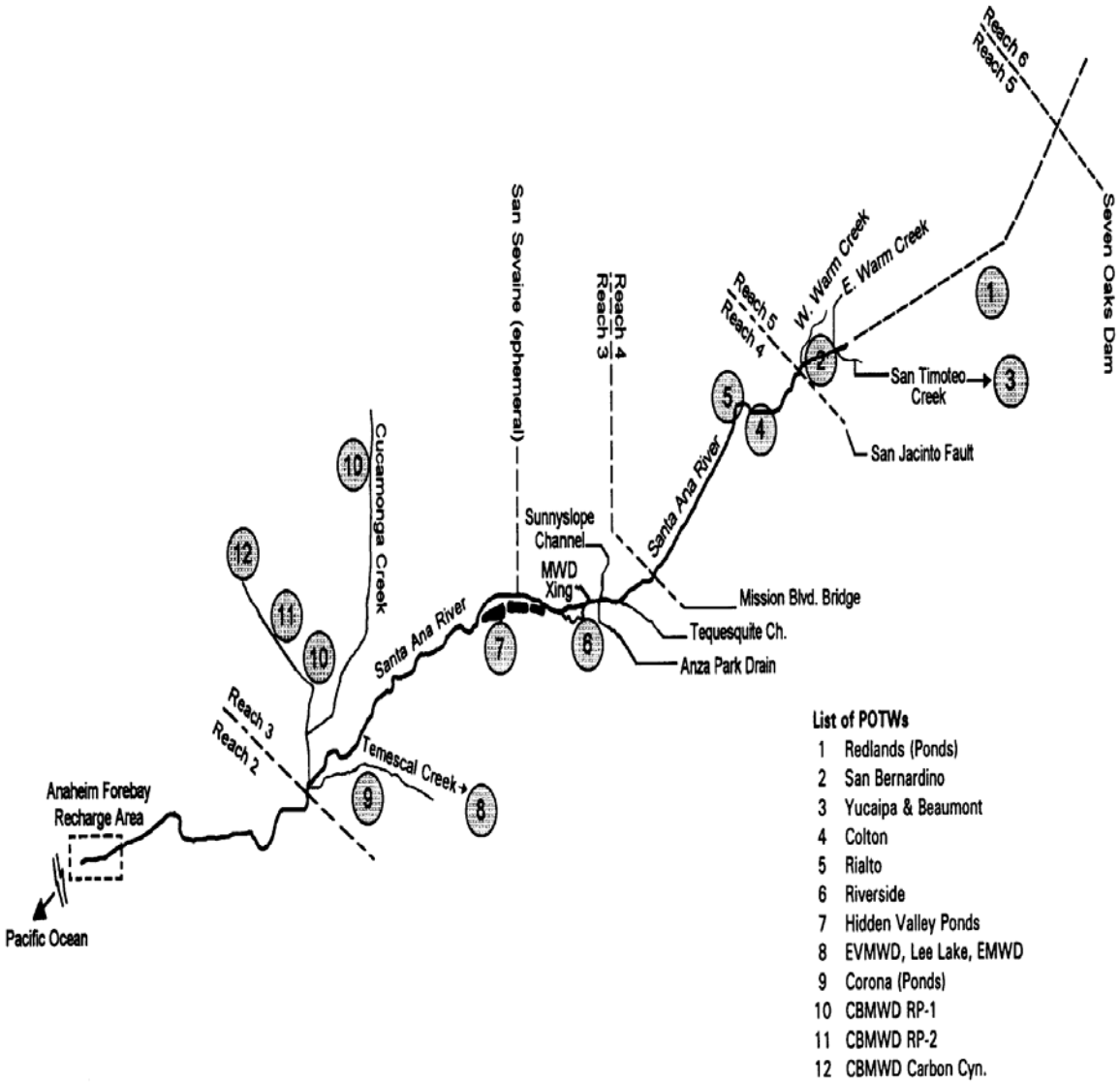
Reach 4 includes the river from the Bunker Hill Dike down to Mission Boulevard Bridge in Riverside. That bridge marks the upstream limit of rising water induced by the flow constriction in the Riverside Narrows. Until about 1985, rising water from upstream and wastewater discharges percolated and the lower part of the reach was dry. Flows are now perennial, but may not remain so as new projects are built. Much of this reach is also operated as a flood control facility.

Reach 3 includes the river from Mission Bridge to Prado Dam. In the Narrows, rising water feeds several small tributaries (Sunnyslope Channel, Tequesquite Arroyo, and Anza Park Drain) which are important breeding and nursery areas for the native fish. Temescal, Chino, and Mill/Cucamonga Creeks in Prado Basin is also important river tributaries.

Reach 2 carries all the upstream flows down through Santa Ana Canyon to Orange County, where as much of the water as possible is recharged into the Orange County groundwater basin. The downstream end of the forebay/recharge area and, therefore, the ordinary limit of surface flows, is at 17th Street in Santa Ana.

Reach 1 is a normally dry flood control facility, presently being expanded and improved even further as part of the U.S. Army Corps of Engineers' Santa Ana River Project. This reach extends from 17th Street to the tidal prism at the ocean.

SANTA ANA RIVER AND TRIBUTARIES



The watershed descriptions and known pollutants of concern are also available in the Water Quality Control Plan for the Santa Ana River Basin (Basin Plan). The civil engineer/designer shall add any additional information that becomes available during project research.

The map illustrates watershed delineation and portions of watersheds that fall within the City of Colton's boundaries. These watersheds are based on hydrologic areas delineated by the Regional Water Quality Control Board (RWQCB) in the Water Quality Control Plan for the Santa Ana River Basin (Basin Plan).

SITE DESIGN BEST MANAGEMENT PRACTICES

No exceptions to the San Bernardino County WQMP are noted at this time.

SOURCE CONTROL BEST MANAGEMENT PRACTICES

Routine Non-Structural Source Control BMPs

The City of Colton Fire Department has oversight of the programs to which BMPS (Spill Contingency Plan), (Underground Storage Tank Compliance), Hazardous Materials Disclosure Compliance and (Uniform Fire Code Implementation) pertain.

Routine Structural Source Control BMPs

- Design Trash Storage Areas to Reduce Pollutant Introduction

  See City of Colton Public Works Standard Detail. The project civil engineer may design a project specific area as conditions warrant.

- Use Efficient Irrigation Systems and Landscape Design

  See Colton Municipal Code

TREATMENT CONTROL BEST MANAGEMENT PRACTICES
No exceptions to the San Bernardino County WQMP have been identified at this time.

ONGOING STORMWATER BMP MAINTENANCE

No exceptions have been identified at this time

V. PLAN CHECKING

A. FIRST PLAN CHECK

Plans will be scheduled for plan checking in the order they are received. The first plan check will be thorough and every attempt will be made to mark all plan deficiencies (except in those cases where the plan is incomplete or unclear). The designer will be notified as soon as the plan check is complete and ready for pick-up. The first plan check will take approximately 3-4 weeks. When the plan checking backlog exceeds an estimated 3 weeks, the plan may be sent to a consulting engineer that has contracted with the City. All checking done by a consulting engineer will be returned to the City for review before being forwarded to the designer. The designer will be notified as soon as the plan check is complete and ready for pick-up.

All plan checks will be returned with a letter or checklist listing items to be submitted with the next plan check. Items marked "required for further processing" must be submitted with the next plan check.

C. SUBSEQUENT SUBMITTALS

Corrected plans will not be accepted for rechecking when items "required for further processing" are missing. It shall be the responsibility of the designer and/or developer to submit all items together with the corrected plans and previous check print.

Subsequent plan checks will be completed in approximately three weeks. The previous check print will be used as a guide for rechecks, the entire plan will be rechecked only in instances where the first check was incomplete or unclear. The designer will be notified as soon as the plan check is complete and ready for pick up.

In an effort to expedite the project, the plan checker assigned to the project will contact the developer and request a meeting with the designer and the developer if the plans are not ready for approval after the third plan check.

VI. WQMP APPROVAL

The plan checker will request two (2) copies of the Water Quality Management Plan with signature of the owner/developer in the plan check letter when the corrections requested are minor and will be sufficient to complete the plans.

After a final check has been made to verify that all corrections have been incorporated into the WQMP, the WQMP will be stamped approved. One stamped copy will be returned to the owner/developer for recordation. The second copy will be retained in the city Records Section. The project file will be closed when proof of recordation is received.

VII. REVISIONS

All changes to an approved WQMP must be submitted and approved by the City Engineer as a revision.

Submit the following items to process a revision.
1) Two (2) copies of the revised WQMP, clearly identifying the items that are proposed to be revised.
2) A checking deposit in an amount determined by the City based on the estimated time for review.

WATER QUALITY MANAGEMENT PLAN
CHECKLIST

The purpose of this checklist is to provide a format for uniform, comprehensive, and well documented reviews of the Water Quality Management Plans (WQMPs) submitted by project applicants. The completed checklist should be transmitted to the project applicant with the project WQMP. A copy of the completed checklist should be retained with the project planning/permitting file.

City Project number: _____

Project name: _____

Project address: _____

First Review WQMP received on: _____

Review completed on: _____

Second review WQMP received on: _____

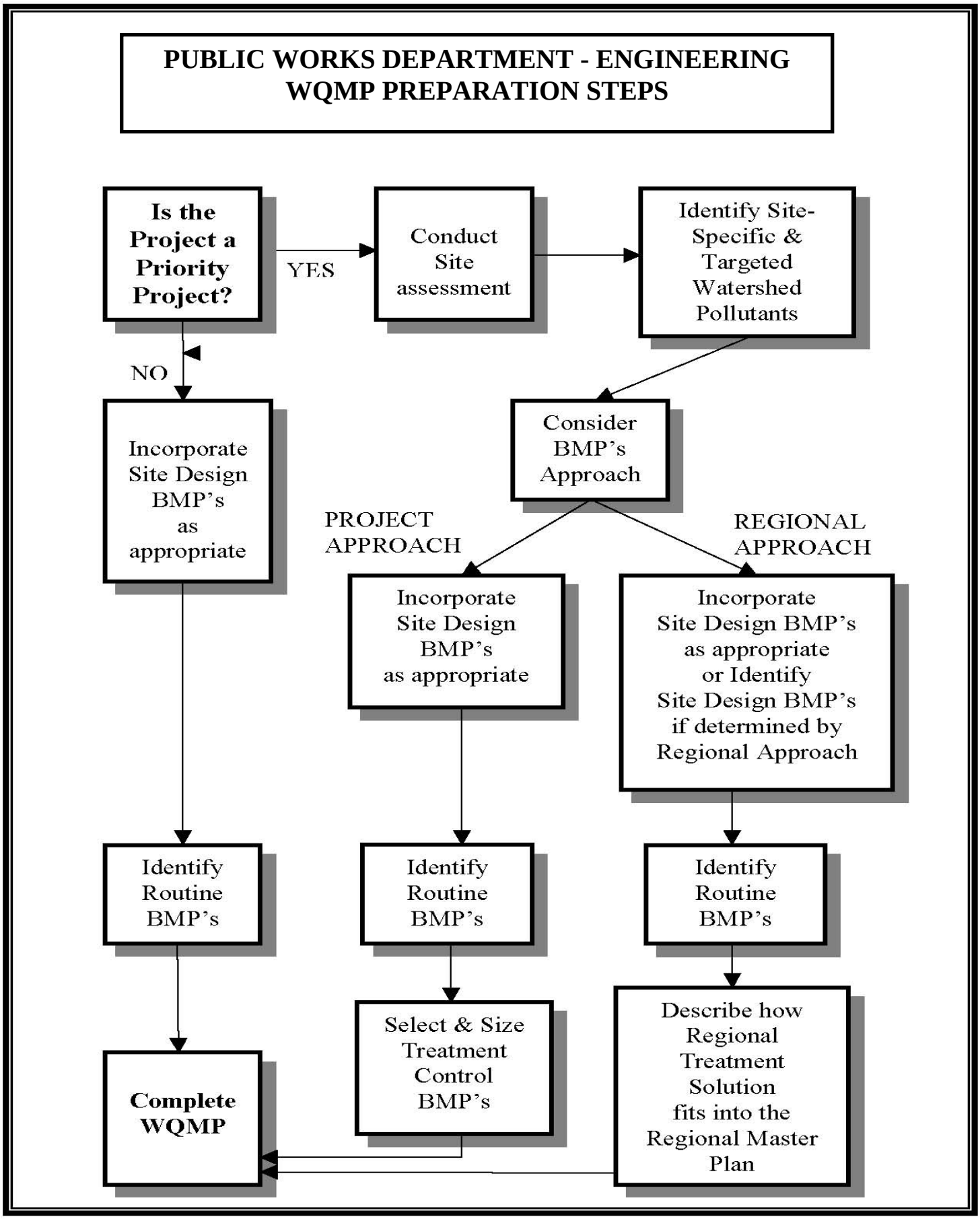
Review completed on: _____

Third Review WQMP received on: _____

Review completed on: _____

Signature of reviewer: _____

Date: _____


PUBLIC WORKS DEPARTMENT - ENGINEERING
WQMP PREPARATION STEPS
Is the Project a Priority Project?
YES
Conduct Site assessment
Identify Site-Specific & Targeted Watershed Pollutants
NO
Incorporate Site Design BMP's as appropriate
Consider BMP's Approach
PROJECT APPROACH
REGIONAL APPROACH
Incorporate Site Design BMP's as appropriate
Incorporate Site Design BMP's as appropriate or Identify Site Design BMP's if determined by Regional Approach
Identify Routine BMP's
Identify Routine BMP's
Identify Routine BMP's
Select & Size Treatment Control BMP's
Describe how Regional Treatment Solution fits into the Regional Master Plan
Complete WQMP

WQMP REQUIREMENT	Requirement Satisfied?		
	Yes	No	N/A
Title Page			
Name of project			
Application and/or Tract Number			
Lot number(s) if site is a portion of a Tract			
Site address (or addresses) and planning area number			
Owner/Developer name			
Owner/Developer address & telephone number			
Consulting/Engineering firm that prepared WQMP			
Consulting/Engineering firm address & phone number			
Date WQMP was prepared/revised			
Owner's Certification			
A signed certification statement, in which the project owner acknowledges and accepts the provisions of the WQMP, follows the title page.			
Table of Contents			
A Table of Contents, including a list of all figures and attachments is included.			
Section 1.0, Permit Numbers and Conditions of Approval			
Lists the Discretionary Permit(s).			
The lot & tract/parcel map number describing the subject property.			
Lists, verbatim, the Water Quality Conditions, including condition requiring preparation of WQMP, if applicable.			
Final Resolution of Approval, Conditional Use Permit, etc. is included as an Attachment to the WQMP.			
Section 2.0, Project Description			
For All Projects:			
Identifies planning area or community name.			
Does the project description completely and accurately describe where facilities will be located, what activities will be conducted and where on the site, what kinds of materials and products will be used, how and where materials will be received and stored, and what kinds of wastes will be generated?			
Describes all paved areas, including the type of parking areas.			
Describes all landscaped areas.			

WQMP REQUIREMENT	Requirement Satisfied?		
	Yes	No	N/A

Describes ownership of all portions of project and site. -Will any infrastructure transfer to public agencies (City, County, Caltrans, etc.)? -Will a homeowners or property owners association will be formed? -Will the association will be involved in long term maintenance?			
Identifies the potential stormwater or urban runoff pollutants reasonably expected to be associated with the project.			
For Commercial and Industrial Projects:			
Provides Standard Industrial Classification (SIC) Code which best describes the facilities operations?			
Describes the type of use (or uses) for each building or tenant space			
Does project include food preparation, cooking, and eating areas (specify location and type of area)			
Describes delivery areas and loading docks (specify location and design and if below grade and types of materials expected to be stored			
Describes outdoor materials storage areas (describe and depict location(s), specify type(s) of materials expected to be stored)			
Describes activities that will be routinely conducted outdoors			
Describes any activities associated with equipment or vehicle maintenance and repair, including washing or cleaning. Indicates number of service bays or number of fueling islands/fuel pumps, if applicable.			
Residential Projects			
Range of lot and home sizes;			
Describes all community facilities such as, laundry, car wash, swimming pools, jacuzzi, parks, open spaces, tot lots, etc.			
Section 3.0, Site Description			
Describes project area and surrounding planning areas in sufficient detail to allow project location to be plotted on a base map.			
Provides site address and site size to nearest tenth acre.			
Identifies the zoning or land use designation.			
Identifies soil types and the quantity and percentage of pervious and impervious surface for pre-project and project conditions.			
	Requirement Satisfied?		
WQMP REQUIREMENT	Yes	No	N/A
Describes pre-project site drainage and how it ties into drainage of surrounding or adjacent areas and describes how planned project drainage and how it will tie into drainage of surrounding or adjacent areas.			

Identifies the watershed in which the project is located and the : -downstream receiving waters -known water quality impairments as included in the 303(d) List -applicable Total Maximum Daily Loads (TMDLs) -hydrologic conditions of concern, if any.			
Identifies known Environmentally Sensitive Areas (ESAs) and Areas of Special Biological Significance (ASBSs) within the vicinity and their proximity to the project.			
Section 4.0, Best Management Practices			
Includes narrative describing how site design concepts were considered and incorporated into project plans.			
Lists and describes all Routine Source Control BMPs (Non-structural and Structural).			
Describes the implementation frequency and identifies the entity or party responsible for implementation of each Non-Structural BMP.			
If applicable Routine Source Control BMPs were not included, was a reasonable explanation provided?			
Lists and describes appropriate Treatment Control BMPs and identifies the design basis for the Treatment Control BMPs.			
For Routine Non-Structural BMPs (Education for Property Owners, Tenants, and Occupants) and (Employee Training), does the WQMP describe the concepts that will be addressed by the education and training? Is a list of educational materials that will be used provided? Are copies of the educational materials included in an Attachment to the WQMP?			
Section 5.0, Inspection and Maintenance Responsibility for BMPs			
Identifies the entity (or entities) responsible for the long-term inspection and maintenance of all structural source control BMPs and all Treatment Control BMPs, including name, title, company, address, and phone number.			
	Requirement Satisfied?		
WQMP REQUIREMENT	Yes	No	N/A
Describes the minimum frequency for inspection and maintenance to ensure the effectiveness of each structural source control BMP and each Treatment Control BMP.			
If ownership of the Treatment Control BMPs will be transferred to a public agency, does the WQMP include an Attachment indicating the public agency's intent to accept the Treatment Control BMPs as designed?			

Is an appropriate mechanism for the long-term operation and maintenance, including funding, in place?			
Section 6.0, Location Map and Plot Plan			
Has an 11" by 17" plot plan been included?			
Do all figures, maps, plot plans, etc. have a legend, including a North arrow and scale?			
Are all facilities labeled for the intended function?			
Are all areas of outdoor activity labeled?			
Are all structural BMPs indicated?			
Is drainage flow information, including general surface flow lines, concrete or other surface ditches or channels, as well as storm drain facilities such as catch basins and underground storm drain pipes depicted?			
Depicts where and how on-site drainage ties into the off-site drainage system.			

WQMP REVIEW SUMMARY

The following is a summary of major concerns relative to this WQMP submittal: