

## REVISIONS TO A PLANNER'S GUIDE TO CONDITIONS OF APPROVAL AND MITIGATION MEASURES:

### *I. Revisions for Existing Conditions of Approval and Mitigation Measures*

28. To minimize pollutants impacting downstream waterbodies or habitat, storm drain filters/ inserts, inline clarifiers, or separators shall be installed in the project area storm drain inlets and/or paved areas. The filters/inserts shall be maintained in working order. **Plan Requirements:** Prior to approval of Land Use Permits\Coastal Development Permits for grading, the applicant shall submit grading and building plans identifying the type and location of filters/inserts to P&D for review and approval. The location of such filters/inserts shall be noted on grading and building plans *{planners: the requirements and schedule for cleaning and maintaining the filters should be specified within the CC&Rs for residential developments or should be the requirement of the landowner for commercial/industrial developments}*. **Timing:** Filters/inserts shall be installed prior to [insert timing] and shall be cleaned using approved methods at least twice a year, once immediately prior to November 1 (i.e. before the start of the rainy season) and once in January. (Additional maintenance/cleaning may be required by P&D.)  
**MONITORING:** P&D shall site inspect periodically throughout the construction phase to ensure proper installation. Records of maintenance shall be maintained by *{the HOA for residential developments or landowner for commercial/industrial developments}* and shall be submitted to P&D on an annual basis prior to the start of the rainy season and for five years thereafter. After the fifth year the records shall be maintained by the landowner or HOA and be made available to P&D on request. P&D shall review the maintenance records and site inspect as needed following completion of construction to ensure periodic cleanout.
33. Outlet structures for energy dissipation shall minimize disturbance to the natural drainage and avoid the use of unnatural materials, such as concrete, grouted rock, and asphalt rubble. Where hard bank materials must be used, natural rock, gabions, crib wall or other more natural means of energy dissipation shall be preferred. Rock grouting shall only be used if no other feasible alternative is available as determined by P&D and Flood Control. **Plan Requirements:** Plans shall be submitted for review and approval by P&D and Flood Control prior to approval of Land Use Permits\Coastal Development Permits for grading. **Timing:** Structures shall be installed during grading operations.  
**MONITORING:** P&D staff shall ensure construction according to plan.
34. Best available erosion and sediment control measures shall be implemented during grading and construction. Best available erosion and sediment control measures may include but are not limited to use of sediment basins, gravel bags, silt fences, geo-bags or gravel and geotextile fabric berms, erosion control blankets, coir rolls, jute net, and straw bales. Storm drain inlets shall be protected from sediment-laden waters by use of inlet protection devices such as gravel bag barriers, filter fabric fences, block and gravel filters, and excavated inlet sediment traps. Sediment control measures shall be maintained for the duration of the grading period and until graded areas have been stabilized by structures, long-term erosion control measures or landscaping. Construction entrances and exits shall be stabilized using gravel beds, rumble plates, or other measures to prevent sediment from being tracked onto adjacent roadways. Any sediment or other materials tracked off site shall be removed the same day as they are tracked using dry cleaning methods. **Plan Requirements:** An erosion and sediment control plan shall be submitted to and approved by P&D and Flood Control prior to approval of Land Use Permits\Coastal Development Permits. The plan shall be designed to address erosion and sediment control during all phases of development of the site. **Timing:** The plan shall be implemented prior to the commencement of grading/construction.  
**MONITORING:** P&D staff shall perform site inspections throughout the construction phase.
40. During construction, washing of concrete trucks, paint, equipment, or similar activities shall occur only in areas where polluted water and materials can be contained for subsequent removal from the site. Wash water shall not be discharged to the storm drains, street, drainage ditches, creeks, or wetlands. Areas designated for washing functions shall be at least 100 feet from any storm drain, waterbody or sensitive biological resources. The location(s) of the washout area(s) shall be clearly noted at the construction site with signs. **Plan Requirements:** The applicant shall designate a washout area, acceptable to P&D, and this area shall be shown on the construction and/or grading and building plans. **Timing:** The wash off area

shall be designated on all plans prior to approval of Land Use Permits\Coastal Development Permits. The washout area(s) shall be in place and maintained throughout construction.

**MONITORING:** P&D staff shall check plans prior to approval of Land Use Permits\Coastal Development Permits and compliance staff shall site inspect throughout the construction period to ensure proper use and maintenance of the washout area(s) .

62. Grading and erosion and sediment control plans shall be designed to minimize erosion and shall include the following: **Planner: Remove items which are not applicable.**

- a. Grading shall be prohibited within [#] feet of the top of bank of [*specify creek name*] creek. The protected area shall be designated with orange construction fencing or other barrier to prevent entry by equipment or personnel.
- b. Methods such as geotextile fabrics, erosion control blankets, retention basins, drainage diversion structures, siltation basins and spot grading shall be used to reduce erosion and siltation into adjacent water bodies or storm drains during grading and construction activities. **Planner: additional methods can be found in County approved construction site best management practices manuals.**
- c. All entrances/exits to the construction site shall be stabilized (e.g. using rumble plates, gravel beds or other best available technology) to reduce transport of sediment off site. Any sediment or other materials tracked off site shall be removed the same day as they are tracked using dry cleaning methods.
- d. Storm drain inlets shall be protected from sediment-laden waters by the use of inlet protection devices such as gravel bag barriers, filter fabric fences, block and gravel filters, and excavated inlet sediment traps.
- e. Graded areas shall be revegetated within [#] weeks of grading activities with deep rooted, native, drought-tolerant species to minimize slope failure and erosion potential. Geotextile binding fabrics shall be used if necessary to hold slope soils until vegetation is established.
- f. Grading on slopes steeper than 5:1 shall be designed to minimize surface water runoff.
- g. A detailed geological and/or soils engineering study addressing structure sites and the access road shall be prepared to determine structural design criteria, as recommended by the Planning and Development Building & Safety Division. The study shall be submitted for review and approval by Public Works.
- h. Temporary storage of construction equipment shall be limited to a 50 by 50 foot area located *Planner specify* along the existing dirt access road; equipment storage sites shall be located at least 100 feet from any water bodies. **Planner: A smaller or larger site may be needed for some projects.**

**Plan Requirements:** The grading and erosion and sediment control plan(s) shall be submitted for review and approved by P&D prior to approval of Land Use Permits\Coastal Development Permits. The plan shall be designed to address erosion and sediment control during all phases of development of the site. The applicant shall notify Permit Compliance prior to commencement of grading. **Timing:** Components of the grading plan shall be implemented prior to occupancy clearance. Erosion and sediment control measures shall be in place throughout grading and development of the site until all disturbed areas are permanently stabilized.

**MONITORING:** Permit Compliance will photo document revegetation and ensure compliance with plan. Grading inspectors shall monitor technical aspects of the grading activities.

63. **Planner: work with Building and Safety and Flood Control to determine if pervious conveyances (e.g., grassed swales, bioretention areas, etc.) can be used before this measure is applied to a project.** All runoff water from impervious areas shall be conveyed by impervious conduits to existing drainage canyons.

**Plan Requirements and Timing:** A drainage plan which incorporates the above and includes a maintenance and inspection program to ensure proper functioning shall be submitted prior to approval of Land Use Permits\Coastal Development Permits by the applicant to P&D and the Flood Control District for review and approval.

64. Permanent erosion control measures shall be installed. **Plan Requirements:** Prior to approval of Land Use Permits\Coastal Development Permits for grading, the applicant shall submit to P&D for review and approval, detailed plans and a report prepared by a licensed geologist or registered civil engineer for any proposed permanent erosion control measures. **Timing:** Erosion control plans shall be approved prior to approval of Land Use Permits\Coastal Development Permits for structural development.

**MONITORING:** P&D shall ensure installation prior to any structural development or initiation of grading.

111. The project shall provide for on-site retention of storm water runoff, infiltration, and recharge where feasible. Feasibility shall be determined by the P&D Registered Geologist and SBCFCD engineer. Retention basin(s) shall be maintained for the life of the project by a Homeowners' Association or landowner for commercial/industrial sites. Recharge systems shall be developed in conjunction with the SBCFCD and P&D. **Plan Requirements:** A drainage plan showing the location and design parameters of the retention basin shall be submitted to P&D and Flood Control for review and approval. Installation and maintenance for five years shall be ensured through a performance security provided by the applicant. Long term maintenance requirements shall be specified in homeowner association CC&Rs or in a maintenance program submitted by the landowner of commercial/industrial sites. **Timing:** Retention and/or recharge basins shall be installed (landscaped and irrigated subject to P&D and SBCFCD approval) prior to occupancy clearance.
- MONITORING:** Planning and Development shall site inspect for installation and maintenance of landscaping. Flood Control sign off is required on final grading/drainage plans, and Permit Compliance sign off is required for release of the performance security.

## II. *New Conditions of Approval and Mitigation Measures*

The following new conditions/measures address storm water quality from construction, new development, and redevelopment as required by the EPA's NPDES Phase II municipal storm water regulations. Some of these measures should be considered during the initial design phase of a project as they might require significant land area to implement. Consideration of these measures after the initial design phase could result in substantial redesign and project delay.

- A. **Planner: For all new development and redevelopment projects.** To prevent illegal discharges to the storm drains, all on-site storm drain inlets, whether new or existing shall be labeled to advise the public that the storm drain discharges to the ocean (or other waterbody, as appropriate) and that dumping waste is prohibited (e.g., "Don't Dump – Drains to Ocean"). The information shall be provided in English and Spanish. **Plan Requirements and Timing:** Location of storm drain inlets shall be shown on site, building and grading plans prior to approval of grading and land use permits. Labels shall be installed prior to occupancy clearance. Standard labels are available from Public Works, Project Clean Water, or other label designs shall be shown on the plans and submitted to P&D for approval prior to approval of grading and land use permits.
- MONITORING:** Planning and Development shall site inspect prior to occupancy clearance.
- B. **Planner: Use this measure separately if there will be grading but an erosion control plan is not being required.** To prevent sediment from being tracked off of the construction site, stabilized entrances shall be installed. Stabilizing measures may include but are not limited to use of gravel pads, steel rumble plates, temporary paving, etc. Any sediment or other materials tracked off site shall be removed the same day as they are tracked using dry cleaning methods. **Plan Requirements:** The stabilized entrances/exits shall be located and detailed on the grading and drainage plan. Dry cleaning methods shall be enumerated in the project specifications and included on grading and drainage plans. **Timing:** The plans shall be submitted to P&D for approval prior to approval of Land Use Permit/Coastal Development Permits. The stabilized entrances/exits shall be installed prior to initiation of construction and maintained for the duration of the grading period and until graded areas have been stabilized by structures, long-term erosion control measures or landscaping.
- MONITORING:** P&D shall site inspect during construction.
- C. **Planner: this measure is appropriate for medium to large subdivisions (5 or more lots) or commercial/industrial developments, however sufficient land area must be set aside onsite to accommodate the facility.** A permanent biofilter/bioswale system shall be constructed to treat storm water runoff from the site. The biofilter/bioswale system shall be designed by a registered civil engineer specializing in water quality or other qualified professional to ensure that the retention time of water and the plants selected are adequate to reduce concentrations of the target pollutants including [Planner: list likely pollutants]. Where feasible, local plants sources (i.e., collected from the watershed or propagated from cuttings or seed collected from the watershed) shall be used in the biofilter. Invasive plants shall not be used in the biofilter. Biofilters shall not replace existing riparian vegetation

or native vegetation unless otherwise approved by P&D. **Plan Requirements and Timing:** The applicant shall include the biofilter design, including the plant palette and the source of plant material, on the grading and drainage and landscape plans, and depict it graphically. The applicant shall submit a maintenance plan for the biofilter to P&D for review and approval. A performance security will be required to ensure installation and a five-year maintenance period. Long-term maintenance shall be the responsibility of the HOA (for residential projects) or the landowner (for commercial/industrial projects). Maintenance requirements shall be specified in the CC&Rs or in a maintenance program submitted by the landowner of the commercial/industrial site. The plans and a copy of the long-term maintenance program shall be submitted to P&D, Flood Control, and the Water Agency for review prior to approval of Land Use Permits/Coastal Development Permits.

**MONITORING:** Planning and Development shall site inspect for installation and periodically inspect for maintenance throughout the five-year performance period. Performance security release requires P&D approval.

- D. **Planner:** *This measure may be used for small catchment areas of a few acres for projects such as small residential developments (4 or fewer lots), small commercial areas (with buildings or structures less than 5,000 square feet), parking lots adjacent to impervious surfaces such as sidewalks, and as an alternative to underground or aboveground impermeable drainage channels.* To allow for infiltration and treatment, runoff from the site shall be directed to a permanent grass or vegetated swale (bioretention area). A registered civil engineer or other qualified professional shall design the vegetated swale. Only non-invasive perennial grass or other drought tolerant vegetation species shall be used in the vegetated swales. **Plan Requirements and Timing:** Swale designs, including the plant palette and the source of plant material, shall be described and detailed on the site, grading and drainage and landscape plans, and depicted graphically. A maintenance program shall be specified in an inspection and maintenance plan. The plan shall specify, at a minimum, annual inspection for signs of erosion, vegetation loss, and channelization, and regular mowing when grasses reach a height of 6 inches with clippings removed from the swale. Long term maintenance shall be the responsibility of the HOA (for residential projects) or the landowner (for commercial/industrial projects). A maintenance program shall be specified in the CC&Rs or in a maintenance program submitted by the landowner for commercial/industrial sites. The plans and a copy of the long-term maintenance program shall submitted to P&D, Flood Control, and the Water Agency for review prior to approval of Land Use Permits/Coastal Development Permits.

**MONITORING:** Planning and Development shall site inspect for installation of the swale and periodically to ensure long-term maintenance.

- E. **Planner:** *the following can be used in parking areas (for overflow or low traffic areas), patios, sidewalks where ADA requirements do not have to be met, emergency roads, around buildings, driveways, etc. where soil conditions allow.* To reduce runoff from impervious areas and allow for infiltration, the applicant shall incorporate pervious materials or surfaces (e.g., porous pavement or unit pavers on sand) into the project design. **Plan Requirements and Timing:** Pervious surfaces shall be described and depicted graphically on the site, building, grading and landscape plans. The plans shall be submitted to P&D for review prior to approval of Land Use Permits/Coastal Development Permits.

**MONITORING:** P&D shall site inspect for installation.

- F. **Planner:** *The following measure can be used for single family dwellings and small residential developments (4 or fewer lots) on permeable soils. Work with Building and Safety to ensure that building foundations are adequately protected from site drainage when using this measure.* The applicant shall install a roof runoff collection and disposal system. Runoff shall be directed to either a subsurface infiltration trench, french drains, landscaped areas or connected to the site's irrigation system. **Plan Requirements and Timing:** The roof runoff collection system shall be shown on grading, building and landscape plans. The plans shall submitted to P&D for review prior to approval Land Use Permits/Coastal Development Permits. The system shall be installed prior to occupancy clearance.

**MONITORING:** P&D shall site inspect for installation of the system.

- G. A Homeowners' Association or the landowner (for commercial/industrial projects) {*planner choose the appropriate*} shall be responsible for the long-term maintenance of the water quality conditions of approval {*planner list conditions here*}. **Plan Requirements and Timing:** The proposed maintenance responsibilities and schedule shall be included in the CC&Rs or in a maintenance program submitted by the

landowner for commercial/industrial sites. The CC&Rs/maintenance program shall be submitted for review by P&D, Flood Control and the Water Agency prior to approval of Land Use Permits/Coastal Development Permits. Annual records of the maintenance activities shall be maintained by the HOA/landowner and submitted to P&D upon request.

**MONITORING:** P&D shall review the maintenance records or site inspect, as needed. Costs shall be borne by the Homeowners Association.

- H. ***Planner: The following measure can be used for single family dwellings where conditions allow (e.g., when specific paving needs that require good traction are not needed).*** To reduce storm water runoff, one of the following driveway designs shall be used: paving only under wheels, flared driveway, or use of permeable surfaces for temporary or non-permanent parking areas. **Plan Requirements and Timing:** The driveway shall be shown on the site, grading, landscape and building plans. The plans shall be submitted to P&D for review prior to approval of Land Use Permits/Coastal Development Permits.  
**MONITORING:** P&D shall site inspect to ensure installation.
- I. To prevent storm water contamination during roadwork or pavement construction, concrete, asphalt, and seal coat shall be applied during dry weather. Storm drains and manholes within the construction area shall be covered when paving or applying seal coat, slurry, fog seal, etc. **Plan Requirements and Timing:** These requirements shall be specified on the grading and building plans submitted to P&D prior to approval of Land Use Permits/Coastal Development Permits.  
**MONITORING:** P&D shall site inspect, as needed during construction.
- J. ***Planner: This measure should be applied to new or redeveloped gas stations. The fuel dispensing area is defined as extending 6.5 feet from the corner of each fuel dispenser or the length at which the hose and nozzle assembly may be operated plus 1 foot, whichever is less.*** The fuel dispensing areas shall be paved with portland cement concrete (or equivalent smooth impervious surface), with a 2% to 4% slope to prevent ponding, and shall be separated from the rest of the site by a grade break that prevents run-on of storm water to the extent practicable. The paving around the fuel dispensing area may exceed the minimum dimensions of the "fuel dispensing area" stated above. **Plan Requirements and Timing:** These requirements shall be specified on the grading and building plans submitted to P&D. The plans shall be reviewed and detailed prior to approval of Land Use Permits/Coastal Development Permits.  
**MONITORING:** P&D shall site inspect prior to occupancy clearance.
- K. ***Planner: This measure should be applied to new or redeveloped gas stations.*** The fuel dispensing area shall be covered, and the cover's minimum dimensions must be equal to or greater than the area within the fuel dispensing area as defined by the grade break. Runoff from the cover shall be directed away from the fuel dispensing area. **Plan Requirements and Timing:** These requirements shall be specified on grading and building plans submitted to P&D. The plans shall be reviewed prior to approval of Land Use Permits/Coastal Development Permits.  
**MONITORING:** P&D shall site inspect prior to occupancy clearance.
- L. ***Planner: Use this measure on parking lots associated with shopping centers or large commercial or industrial developments (with buildings or structures totaling 5,000 square feet or more).*** A parking lot cleaning program shall be developed and implemented. The program shall include the following elements: removal of litter; spot cleaning of oil, fuel, and other automotive leaks; vacuum sweeping on a [*Specify weekly, monthly, quarterly, or semi-annual*] basis; inspection and cleaning of storm drain inlets and catch basins before November 1 and in January of each year; and posting of signs prohibiting littering, oil changing, and other automotive repairs. Debris removed from the catch basins shall be analyzed and disposed of accordingly. **Plan Requirements and Timing:** The cleaning program shall be submitted to P&D for review prior to approval of Land Use Permits/Coastal Development Permits. The location of the signs and the requirement for storm drain cleaning shall be included on the site and building plans submitted to P&D. The plans shall be reviewed prior to approval of Land Use Permits/Coastal Development Permits.  
**MONITORING:** P&D shall site inspect prior to occupancy clearance and shall respond to complaints. The landowner shall maintain annual records of the storm drain cleaning and make them available for review by P&D on request.
- M. ***Planner: For parking areas with 5 or more spaces.*** The parking area and associated driveways shall be designed to minimize degradation of storm water quality. Best Management Practices (BMPs) such as

oil/water separators, sand filters, landscaped areas for infiltration, basins or equivalent BMPs shall be installed to intercept and effectively prohibit pollutants from discharging to the storm drain system. The BMPs selected shall be maintained in working order. The landowner is responsible for the maintenance and operation of all improvements and shall maintain annual maintenance records. **Plan Requirements and Timing:** The location and type of BMP shall be shown on the site, building and grading plans [*select plans as appropriate based on type of BMP*]. The plans and maintenance program shall be submitted to P&D for approval prior to land use clearance.

**MONITORING:** P&D shall site inspect for installation prior to occupancy clearance. The landowner shall make annual maintenance records available for review by P&D upon request.

- N. **Planner:** *Use this measure for any project identified as having a significant storm water quality impact and, if appropriate, identify and include the minimum BMPs to be implemented.* A combination of structural and non-structural Best Management Practices (BMPs) (e.g., bioswales, storm drain filters, permeable pavement, etc.) shall be installed to effectively prevent the entry of pollutants from the project site into the storm drain system during and after development. **Plan Requirements:** The applicant/owner shall submit and implement a Storm Water Quality Management Plan (SWQMP). The SWQMP shall include the following elements: identification of potential pollutant sources that may affect the quality of the storm water discharges; the proposed design and placement of structural and non-structural BMPs to address identified pollutants; a proposed inspection and maintenance program; and a method for ensuring maintenance of all BMPs over the life of the project. The approved measures shall also be shown on site, building and grading plans. Records of maintenance shall be maintained by the HOA for residential developments or landowners for commercial/industrial developments. **Timing:** Prior to approval of Land Use Permits/Coastal Development Permits, the SWQMP shall be submitted to P&D, Flood Control, and the Water Agency. All measures specified in the plan shall be constructed and operational prior to occupancy clearance. Maintenance records shall be submitted to P&D on an annual basis prior to the start of the rainy season and for five years thereafter. After the fifth year the records shall be maintained by the landowner or HOA and be made available to P&D or Public Works on request.

**MONITORING:** P&D, Flood Control and/or the Water Agency shall site inspect prior to occupancy clearance to ensure measures are constructed in accordance with the approved plan and periodically thereafter to ensure proper maintenance.

- O. **Planner:** *For sites where grading involves one or more acres, the following will apply.* The applicant shall submit proof of exemption or a copy of the Notice of Intent to obtain coverage under the Construction General Permit of the National Pollutant Discharge Elimination System issued by the California Regional Water Quality Control Board. **Plan Requirements and Timing:** Prior to approval of Land Use Permits/Coastal Development Permits the applicant shall submit proof of exemption or a copy of the Notice of Intent and shall provide a copy of the required Storm Water Pollution Plan (SWPPP) to P&D. A copy of the SWPPP must be maintained on the project site during grading and construction activities.

**MONITORING** P&D shall review the documentation prior to approval of Land Use Permits/Coastal Development Permits. P&D shall site inspect during construction for compliance with the SWPPP.

- P. Construction materials and waste such as paint, mortar, concrete slurry, fuels, etc. shall be stored, handled, and disposed of in a manner which minimizes the potential for storm water contamination. **Plan Requirements and Timing:** Bulk storage locations for construction materials and any measures proposed to contain the materials shall be shown on the grading plans submitted to P&D for review prior to approval of Land Use Permits/Coastal Development Permits.

**MONITORING** P&D shall site inspect prior to the commencement of, and as needed during all, grading and construction activities.