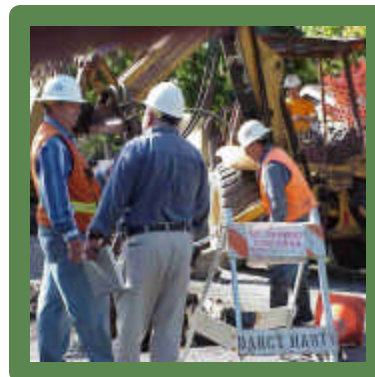
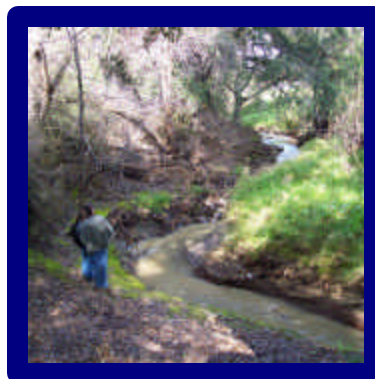


# City of San José Urban Runoff Management Plan *Annual Report 2003-2004*



# **City of San José**

# **Urban Runoff Management Plan**

## ***Annual Report 2003-2004***

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**September 2004**

## **Acknowledgements**

**This report was prepared by the City of San José**

*Environmental Services Department*

*Watershed Protection Division*

*Urban Runoff Program Section*

**In partnership with:**

*Environmental Services Department: Watershed Enforcement*

*Environmental Services Department: Municipal Water*

*Department of Park, Recreation, & Neighborhood Services*

*Department of Planning, Building & Code Enforcement*

*Department of Public Works*

*Department of Transportation*

*General Services Department*

*San José Redevelopment Agency*

*City of San José Urban Runoff Management Plan  
Annual Report FY 2003-2004*

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*City of San José Urban Runoff Management Plan  
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## **Executive Summary**

The City is required to submit to the Regional Water Quality Control Board (Water Board) an Annual Report that documents the progress of the Urban Runoff Management Plan for the previous fiscal year. The Annual Report is prepared pursuant to provision C.6 of the City's National Pollutant Discharge Elimination System (NPDES) permit for stormwater discharge to the City's storm sewer system.

The Report includes sections for each of the program elements included in the Urban Runoff Management Plan as required in the permit. Each section is comprised of an update on the status of the work plan, an evaluation of various performance elements, responses to the Water Board on feedback received during the past year, and additional tables or information to support demonstration of performance for a program element. Summaries are also provided for the array of outreach activities and municipal training sessions that are included in various program elements.

Most program elements contain requirements that affect more than one City department. The strategy for attaining compliance focuses on three different types of activities that the City conducts:

- 1) Enforcement & Monitoring to detect and respond to incidents of illegal discharge to the storm sewer system;
- 2) Structural and Business Process Changes to City operations and services; and
- 3) Education for municipal employees as well as the community at large.

The City also contributes to activities undertaken by the Santa Clara Valley Urban Runoff Pollution Prevention Program (Program); however, this report includes only activities performed by the City. An overview of the year for each program element follows.

### ***Illicit Connection / Illegal Discharge Inspection (ICID)***

This year the City's ICID program continued its emphasis on compliance at construction sites. Inspectors assigned to Facility Inspections as well as ICID response were assigned specific construction sites to be inspected routinely to enforce the use of stormwater related construction BMPs.

To address enhanced reporting requirements and improve program efficiency, the City implemented a new data management system for its environmental enforcement programs in November 2003. This database has been a tremendous challenge, but it does provide enhanced features to better research ICID history at a particular geographical area or sources of ICID pollution-based complaints.

### ***Industrial & Commercial Discharges (IND)***

The City completed the second year of implementing new re-inspection frequencies based on "areas of concern" and also the second year of the restaurant inspection program. Overall, the workload for this program element has grown substantially in the last several years. The



inventory of scheduled facilities for 2003-04 totaled more than 3,100 - an increase of 25% over the previous year. In spite of the continued emphasis on construction inspections by all enforcement staff and an active rainy season, a total of 2,872 facilities were inspected this fiscal year, a 30% increase over the previous year. The enforcement unit was able to accommodate the increase with the mid-year addition of two inspectors and the implementation of the new data management system.

The City has implemented a new Environmental Enforcement Data Management System (EEDMS) database to replace previous databases in order to improve program integration between the Stormwater and Source Control programs, program efficiency, administration, and reporting. EEDMS allows inspectors to use handheld field devices for recording inspection and field data; printing of inspection reports in the field; bar coding for sample labels and sample identification; remote access to data; scheduling of events; and enhanced data analysis, queries, and reports. Adoption of the handheld devices is growing and their use has improved staff efficiency in the field.

### ***Monitoring (MON)***

The City continues to participate in monitoring activities including Regional and Program-focused investigation of PCB sources to the storm drain system and studies focused on control of various other pollutants to the stormwater system. The City also provides input and support to the Program's multi-year monitoring program, and reviews work products as various Program-level projects are completed.

### ***New and Redevelopment (NDC)***

This program element is pursuant to provision C.3 (New and Redevelopment) of the permit, as amended in October 2001. The implementation of the new requirements for Group I projects (those that create one acre or more of impervious surface) began on October 15, 2003 per the May 12, 2003 letter from the Water Board Executive Officer.

The City's Department of Planning, Building and Code Enforcement, has developed the various process and document revisions needed to implement this program element. The primary tools for implementation are the Municipal Code and the Council Policy on Post Construction Urban Runoff Management. Zoning ordinance and policy revisions were approved by City Council on October 7, 2003. The City also remains an active partner in the Program's development of various guidelines and tools for Co-permittee implementation of the C.3 provisions.

Generally, implementation of stormwater controls is easier on undeveloped, "greenfield" sites, such as Coyote Valley (at the southern tip of San Jose) because the land requirements for runoff treatment BMPs can be factored into the master plan and accommodated early in the development process. Implementing stormwater controls on smaller, infill sites in a developed urban area is much more difficult given limited land area, the high cost of land, and the City's policies that discourage sprawl and encourage increased densities. These policies have an associated water quality benefit as they reduce traffic congestion and the associated air pollution. The City continues to emphasize site design and source control as the priority tactics for

addressing stormwater on a project-by-project basis. The City has also continued to participate in efforts to develop analytical tools and outreach on a regional basis.

Planning continues to provide information to the public on stormwater issues and the impending requirements. In addition to bimonthly roundtable meetings with developers, Planning provides information bulletins at their public information counter, updates to the City's website, and invitations to participate in Program workshops. City staff also attends these workshops in preparation for implementation.

### ***Construction Inspection (CON)***

In 2003-04, the City continued its emphasis on compliance at construction sites. Inspectors from the City's Building Division, Public Works Department, and Environmental Services Department all conduct inspections at construction sites. Through this intensive time and resource commitment, this inspection program ensured success in terms of reaching compliance and in minimizing the chances for contaminated runoff from construction sites. Better communication and information exchange between the various departments helped in identifying sites that had defective or insufficient Best Management Practices and correcting these deficiencies before storm events.

Staff training will continue to play an important role in implementing this program element. Many of the City's inspectors have integrated stormwater issues into their routine inspection duties at construction sites. Others are focused exclusively on stormwater issues at a variety of sites. Training and communication have and will continue to improve consistency in levels of enforcement within units and across departments.

### ***Public Streets, Roads, & Highways (PSR)***

This program element is pursuant to provision C.2.a of the permit and is one of several that address municipal activities. These program elements essentially consist of Best Management Practices (BMPs) being incorporated into City operations to protect stormwater quality. For 2003-04, staff successfully completed municipal training in May 2004. The training centered on review of the Department of Transportation's BMPs and Standard Operating Procedures (SOPs) for O&M activities. On average, 89% or more of the employees responded that the BMPs taught were appropriate for their work.

New SOPs were developed for Rural Public Works in accordance with provision C.5. This standard is integrated as part of the PSR program element. The City's Departments of Parks, Recreation, and Neighborhood Services; General Services; and Transportation are responsible for managing rural public works maintenance and support activities. Additional training sessions were conducted to address this new requirement.

### ***Storm Drain System Operation & Maintenance (SDO)***

Storm Drain System Operation and Maintenance is another municipal activity program element that must be implemented in accordance with provision C.2.a of the permit. For 2003-04, staff successfully completed municipal training in May 2004. The training centered on review of the

Department of Transportation's BMPs and SOPs for operation and maintenance activities. Transportation also scheduled and implemented its annual storm drain inlet inspection and cleaning program, cleaning 27,900 inlets. To date, the City has been able to achieve the more comprehensive Tier 2 level review. Due to budget constraints anticipated for 2004-05, a modified implementation of Tier 2 may be needed.

### ***Pesticide Management (PM)***

This program element is required pursuant to provision C.9.d. of the permit. City personnel that apply pesticides in their normal course of work obtained appropriate training required by the County Agriculture Commissioner and State Department of Pesticide Regulation. General IPM training was conducted for City personnel that apply pesticides in their normal course of work and City street crews.

The City of San Jose has incorporated the use of integrated pest management techniques for many years. Pesticide use in the City of San Jose is based upon specific site needs. The decision to use a pesticide is determined by several factors, i.e., site evaluation, accurate identification of the pest, past history, monitoring of thresholds, review of alternative means of control, and selection of the most favorable and effective pesticide. The City also seeks to reduce the need for pesticide usage through cultural actions such as mulching, weed barriers, proper irrigation, and selection of disease resistant plants. In many instances, plant diseases and pest problems are tolerated rather than employing any pesticides.

The City now compiles data annually on pesticide uses on municipal property. In 2003-04, the City expanded this data collection to include applications by contractors. The City strives to use products that are the least toxic and safer for employees. The two most widely used herbicides in the City have an established record of safety and effectiveness. The use of pre and post emergent herbicides generally increases each year as a result of additional acreage added to the City's inventory of landscaped area.

### ***Mercury (M)***

This program element is implemented pursuant to provision C.9.c of the permit. The City has continued its efforts to reduce or eliminate mercury discharges. Accomplishments in 2003-04 include continuation of a survey of City departments for mercury-containing products; selection of management strategies for mercury-containing lamps (tubes); revision of the City's purchasing forms to request information on mercury content and product alternatives from prospective vendors; and ongoing support of Santa Clara County's Household & Small Business Hazardous Waste program. The City also supports various outreach efforts at both the City and Program levels.

In addition, the City has operated and maintained the National Mercury Deposition Network (MDN) site since January 2000, collecting samples, recording data, and sending both to the national MDN laboratory. The City also continues its support of the San Francisco Bay Regional Monitoring Program, AB 982 TMDL Public Advisory Group, WMI Guadalupe River Mercury TMDL Workgroup, and the Clean Estuary Partnership. The City continues its commitment to

work with the Water Board and stakeholders toward a TMDL that is technically defensible and feasible for implementation.

### ***Water Utilities Operations & Maintenance (WUOM)***

This program element addresses a municipal activity and is implemented in accordance with provision C.2.a. The program addresses operation and maintenance activities at the City's Municipal Water System. The City's training program includes the development of a video demonstrating the implementation of BMPs for a certain function. This year, the sump/vault program was the focus of annual evaluation of SOPs and the review found that no changes in the current practice are needed.

### ***Public Information / Participation (PIP)***

The City participated and supported a wide variety of outreach and education activities in 2003-04. The City contracted with the San Jose Conservation Corps to stencil approximately 10,000 storm drain inlets throughout the City with the appropriate neighborhood creek name and 945-3000 hotline number. Outreach continues to be a vital tool for enforcement inspectors, allowing for direct education of polluters and potential polluters. Educating the youth of San José continues to be a priority, with several different programs targeting both students and teachers with watershed education. The City also actively supports Program-wide outreach and education activities, including IPM outreach, Mercury outreach, and the Watershed Watch campaign. Coordinating outreach activities with the Program and Bay Area-wide efforts enables the City to deliver some of its pollution prevention message more effectively and at reduced cost.

### ***Municipal Compliance (MC)***

Through more than 40 sessions on various topics, City staff received training on procedures and issues related to stormwater programs this year. Some are part of well-established training regimens. Strong emphasis was maintained on "keeping mud out of the streets and storm drains" during the erosion and sediment control training for both City staff and developers. Best management practices were reviewed in detail with various operations and maintenance personnel. New trainings held this year covered EEDMS for ESD Watershed Enforcement; preparation for implementation of the C.3 (New and Redevelopment) requirements including participating in a series of workshops addressing site design issues; and training on proper O&M practices for staff responsible for rural public works projects.

The City's Corporation Yards were also routinely inspected for stormwater permit compliance. An annual inspection was conducted at each of the yards (Central Yard, Mabury Yard, Main Yard, Municipal (Police) Garage, South Yard, and West Yard) during the first two quarters of 2004. Storm Water Pollution Prevention Plans for four of the City's yards were updated. The Main Yard was subject to the Water Board's performance evaluation in December of 2003; issues identified during that review were promptly addressed.

### ***Copper & Nickel Action Plans (CNAP)***

This program element is implemented pursuant to provisions C.9.a and b of the permit. The action plans include activities for which various agencies or entities assume responsibility. Only activities undertaken at the municipal level for stormwater are included in this report. For example, a BMP fact sheet on preventing pollution from roof vents at industrial sites was produced in 2004 and distributed to more than 200 businesses. Such activities have largely been integrated into other ongoing program elements but are reported as a summary for clarity. Copper and Nickel remain among the list of pollutants addressed by general and targeted outreach regarding preventing stormwater pollution.

### ***Trash (TRA)***

This program element is implemented pursuant to Program's Trash Work Plan and provision C.1 of the permit. Most of the City's trash management programs have been in place for many years and were established and are tracked for reasons associated with public health, beautification and protection of resources. In 2003-04, the City surveyed existing trash management practices as an important first step in understanding how to address the impacts of trash on waterways. In addition, a list of litter problem areas near or along creeks was developed to identify sites for future litter assessments.

The issue of litter in creeks is complex and the solutions will likely be collaborative efforts combining the resources of government and community stakeholders. For example, in spring 2004, the City supported a community-organized clean-up of Coyote Creek, sponsored by the Friends of Coyote Creek, by providing collection and disposal of garbage removed by volunteers. Unlike ordinary clean-ups along creek banks, this event drew upon the unique resources of the Friends and employed canoes and boats to access the trash. The City supported the event by providing staff time, disposal, and supplies. Partnerships of this type may also be an ongoing part of the solution to the litter problems.

## **Certification Statement**


**City of San José  
FY 2003-2004 ANNUAL REPORT**

### **Certification Statement**

"I certify, under penalty of law, that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to ensure that qualified personnel properly gather and evaluate the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted, is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."

**Signature by Duly Authorized Representative:**



 RANDOLPH A. SHIPES  
Deputy Director  
Environmental Services Department  
Watershed Protection

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# 1. ICID: Illicit Connection / Illegal Discharge Inspection

## 1.A ICID Work Plan Self Evaluation Matrix

ITEM No.	ACTIVITY	COMPLIANCE DATE	FY 03-04 STATUS	RESPONSIBLE PARTY
<b>ICID 1</b>	<b>Response to Complaints</b> The City of San José will respond to complaints regarding IC/ID dumping activities into the storm drain system and will ensure that the activity has ceased or is an allowable discharge.			
ICID 1.A.	Update database system to track IC/ID complaint information.	Done FY 03-04	Done. The City implemented a new data management system EEDMS, in November 2003 to better collect and track ICID complaint information. Pull down menus were included as part of the database design to standardize the types of complaints received. This ensures for better tracking and reporting on the complaint information.	ESD-WE
ICID 1.B.	Document to RWQCB annually the number of IC/ID complaints that City received, & that activity has ceased or is an allowable discharge.	Report Annually	Done. See 1.D ICID Summary Tables/Additional Information.	ESD-WE
ICID 1.C.	Document to the RWQCB annually follow-up activities from each IC/ID complaint response. (Table 1 in the Annual Report)	Report Annually	Done. See 1.D ICID Summary Tables/Additional Information.	ESD-WE
ICID 1.D.	Review effectiveness of standard operating procedures for responding to IC/ID complaints.	Report Annually	Done and ongoing. ICID SOPs have been updated and finalized in 02/04 to give more detailed direction to the investigating inspectors and customer service representatives on responding to a complaint.	ESD-WE
ICID 1.E.	Work with SCVURPPP to refine administrative procedure for providing referrals to the Regional Board.	03/01/2005	Pending activity by Program ICID AHTG. Anticipated new completion date: 03/01/05.	ESD-WE, Program
ICID 1.F.	Revise standard operating procedures to incorporate results of ICID 1E.	03/01/2005	Pending completion of ICID 1E. Anticipated new completion date: 03/01/05.	ESD-WE, Program
<b>ICID 2</b>	<b>Investigations</b> The City of San José will conduct investigations of high priority areas. High Priority is defined as areas with a high potential for non-storm water discharges to the City's collection system.			
ICID 2.A.	Identify high priority areas, primary types & sources of IC/ID pollution based on complaints, historical inspection records, inspector knowledge and monitoring information.	Report Annually	Done. Priority areas based on complaints received. All complaints are investigated.	ESD-WE
ICID 2.B.	Conduct investigations of high priority areas based on ICID 2A.	Ongoing	Done. See 1.D ICID Summary Tables/Additional Information.	ESD-WE
ICID 2.C.	Document to the RWQCB that high priority areas have been conducted, per Table 2 in revised reporting format.	Report Annually	Done. See 1.D ICID Summary Tables/Additional Information.	ESD-WE



ITEM No.	ACTIVITY	COMPLIANCE DATE	FY 03-04 STATUS	RESPONSIBLE PARTY
<b>ICID 3</b>	<b>Inspector Training</b> The City of San José will ensure that IC/ID inspectors are adequately trained in inspection procedures, documentation, and enforcement related to storm water pollution prevention.			
ICID 3.A.	Conduct annual training for IC/ID inspectors.	Report Annually	Done. See 12.D: <i>Municipal Employee Training Summary</i> for details.	ESD-WE
ICID 3.B.	Provide and document on-the-job training and other training opportunities, such as inspection workshops.	Report Annually	Done. See 12.D: <i>Municipal Employee Training Summary</i> for details.	ESD-WE
ICID 3.C.	Review inspection training protocols to identify new training opportunities, approaches, and materials.	Report Annually	Done. During annual reviews and during the budget cycle we annually review the training and material needs for each inspector and the Watershed Enforcement section as a whole.	ESD-WE
<b>ICID 4</b>	<b>Outreach and Technology Transfer</b> The City of San José will distribute outreach and technology transfer material containing applicable control measures and/or BMPs to target parties responsible for IC/ID activities.			
ICID 4.A.	Develop and/or modify existing outreach material, as needed, based on report developed under ICID 4B	Ongoing, as needed.	Done. <i>Preventing Storm Drain Pollution</i> was revised and reprinted in English, Spanish, and Vietnamese, based on Inspector feedback and inventory. Six restaurant grease information sheets entitled 1) <i>Chemicals, Enzymes and Bacteria</i> , 2) <i>Power Operated Grease Removal Devices</i> , 3) <i>Grease Interceptor Maintenance</i> , 4) <i>Grease Trap Maintenance</i> , 5) <i>Maintenance Documentation Requirements</i> and 6) <i>Vapor/Ventilation Hood Cleaning</i> were drafted. Poster entitled <i>Commercial Fats, Oils and Grease</i> was developed and translated into Spanish and will be translated into Vietnamese.	ESD-WE/Marcom
ICID 4.B.	Determine need for new outreach and technology transfer material by getting feedback from inspectors regarding 1) continuing problem activities 2) discharge types and 3) monitoring and complaint data, 4) usefulness of existing outreach and technology transfer material.	Ongoing	Done. Feedback from inspectors is collected during regular staff meetings. Needs are identified and responded to as priorities and budget allow.  In FY 03-04, <i>Preventing Storm Drain Pollution</i> was translated into Spanish and Vietnamese. The differences in languages on the printed page required format and graphic art changes to the translated versions. Funds for printing the translated versions are proposed in the FY 04-05 budget. Additional restaurant outreach materials were also reprinted. City staff continued to work with SCVURPPP staff to complete translation of the 8 program construction trifold brochures into Spanish and Vietnamese.	ESD-WE and UR
ICID 4.C.	Document to RWQCB that outreach technology transfer material and/ or BMPs have been distributed; tracked in Urban Runoff database.	Annually	See 11.D: <i>PIP Activities Table</i> for a count of outreach and technology transfer materials distributed as part of inspection activities.	ESD-UR

ITEM No.	ACTIVITY	COMPLIANCE DATE	FY 03-04 STATUS	RESPONSIBLE PARTY
ICID 4.D.	Develop and implement standard operating procedures to gather customer feedback on IC/ID services.	Development Done FY 02-03	Due to the implementation of a new database in November 2003 distribution of customer feedback cards is temporarily suspended.	ESD-WE
<b>ICID 5</b>	<b>SOPs Effectiveness Evaluation</b> The City of San Jose's Watershed Enforcement staff will review and evaluate the effectiveness of its SOPs in responding to complaints regarding illicit connections and illegal discharge dumping activities into the storm drain system.			
ICID 5.A.	In Annual Report, document and evaluate effectiveness of SOPs	Annually	Done and ongoing. ICID SOPs were updated and finalized in 02/04 to give more detailed direction to the investigating inspectors and customer service representatives on responding to a complaint.	ESD WE
ICID 5.B.	In Annual Report, document and evaluate what worked well and what needs improvement.	Annually	See 1.B: ICID Program Evaluation.	ESD WE

## 1.B ICID Program Evaluation

Figure 1 below illustrates the distribution of ICID incident types for Residential, Commercial, Industrial, Automotive, Food, Construction, and Public facilities. The total number of incidents decreased from 925 last year to 716. This decrease may reflect increased awareness that dumping to the storm drain is not permitted. Increased awareness may be attributable to the additional storm drain stenciling implemented by the City and the large number of BMPs distributed by Watershed Enforcement inspectors, which totaled more than 13,000 over the last two years.

In the FY02-03 Annual Report, the City illustrated incident types in 15 separate reporting categories broken down by Commercial, Industrial, and Residential and then further delineated by subtype. However, staff did not find the detailed categorization of reporting types further aided enforcement. Consequently, this year reporting categories were streamlined to the following seven recommended by the Program: Residential, Commercial, Industrial, Automotive, Food facility, Construction, and Public facilities as summarized in Figure 2. By limiting reporting categories, confusion and data entry errors are reduced and reporting will be consistent with the Program, which will facilitate Program-wide ICID comparisons.

Vehicle and equipment leaking continues to be the leading incident type investigated and the majority of these complaints originated in residential areas (See Section 1.D ICID Summary Tables/Additional Information. The high number of reported incidents in residential areas may be explained by increased residential awareness and the fact that over 34% of the City's land area is used for residential purposes versus a total of 15% for both commercial and industrial uses. The remaining land area in San José is generally accounted for by roads, open space, baylands and schools.

### Targeted Investigations

The ICID program continued to focus a great deal of attention on its construction response. Construction-related complaints related to tracking soil and cement increased from last year due to improved education and coordination between the various departments to monitor construction sites. Section 5.A CON Program Self Evaluation Matrix describes a special construction and enforcement effort by inspectors assigned to Facility Inspections and ICID Response. Generally, better communication and information exchange between the various departments helped in identifying sites that had defective or insufficient Best Management Practices and correcting these deficiencies before storm events. The City will concentrate on improving the training of Public Works and Building Inspectors during FY 04-05. Please see CON Program for further comments.

### Data Collection:

In November 2003, the City implemented a new Environmental Enforcement Data Management System (EEDMS), for all environmental enforcement programs. In a phased approach to implementation, the ICID module of this database was implemented in February 2004. This module has improved ability for data collection and

streamlined the complaint intake procedure with the inspection procedures. The database also has enhanced ability to check for duplicate complaints originating against the same incident and also to perform historical checks for complaints against a particular geographical area or incident type.

In this new data management system ICID cases can be categorized into more than one category, thus the difference between the total number of cases reported of 716 and the total number of cases categorized in Figure 1 of 798. The City will be evaluating these procedures to decide on the appropriate tracking methodology.

**Figure 1: Total Number of Incidents by Type**

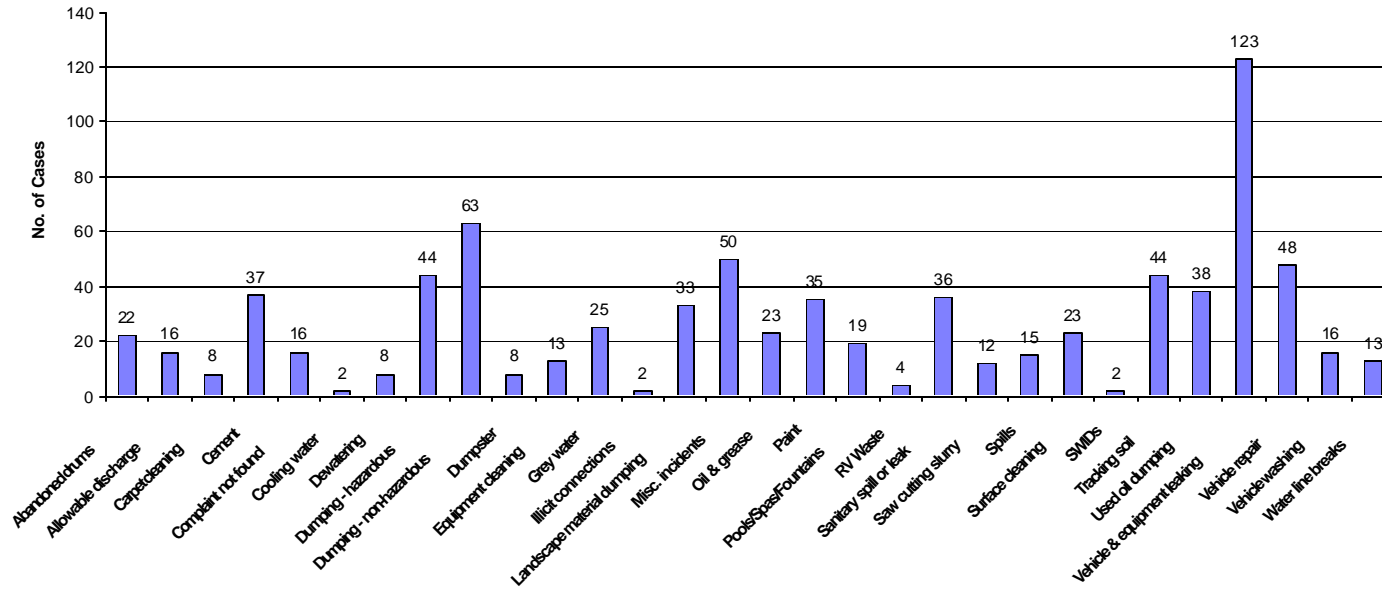
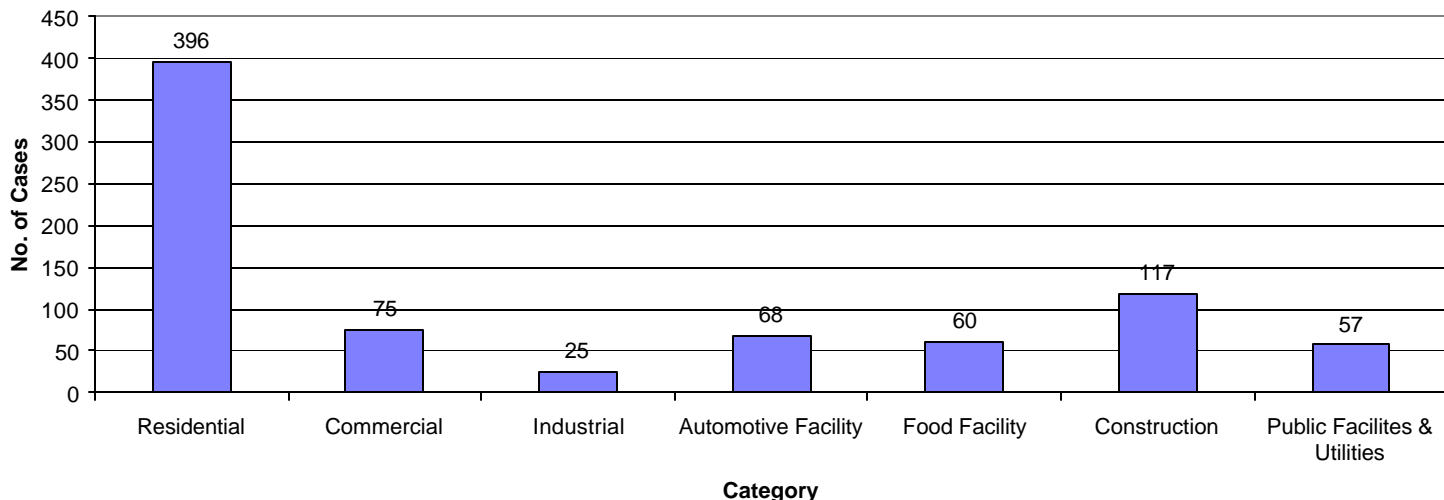


Figure 2. Number of Incidents by Category



1.C ICID Response to Water Board Comments

ITEM REFERENCE	WATER BOARD COMMENTS	SAN JOSE RESPONSE	CHANGES FOR FY 04-05 (IF APPLICABLE)
ICID 2	<p>From Program Evaluation Report, Tetra Tech, Inc, January 2004:</p> <p>The City does not conduct proactive ICID inspections and instead conducts investigations based solely on complaints.</p> <p>Performance standard ICID 2 requires the City to conduct investigations of high priority areas.. The City largely defines high priority areas as locations where a complaint was received. The City should develop a process to identify priority areas including information such as past ICID events, dry weather screening, or potential pollutant sources/businesses in the area. The City should then proactively conduct periodic investigations of these areas to identify whether illicit discharges are occurring, and should not rely solely on complaints from citizens to define high priority areas.</p>	<p>San Jose's ICID program is primarily a complaint-based program but does include proactive inspection elements. For example, Staff generates a high percentage of the complaints received. San Jose's stormwater inspection program includes a total of 12 inspectors to address both ICID and IND (Facilities) inspections. These inspectors are assigned in geographical areas and during the course of their duties, become very familiar with their areas. They follow-up on chronic issues on an ongoing basis. During training, staff is given direction on identifying chronic issues that need regular follow-up.</p> <p>"Priority Areas" may be identified in several ways. As part of reporting and program review, ICID cases are summarized by category. One or more categories are mapped to identify whether any</p>	<p>No change in program proposed at this time.</p>

ITEM REFERENCE	WATER BOARD COMMENTS	SAN JOSE RESPONSE	CHANGES FOR FY 04-05 (IF APPLICABLE)
		<p>meaningful geographic areas require further follow-up in terms of outreach and enforcement. Another way "Priority Areas" are identified is as priority project types, such as all Construction Sites.</p> <p>Lastly, all City inspectors are encouraged during training to refer incidents to ESD when observed in the course of other duties.</p>	

1.D ICID Summary Tables / Additional Information

**Incident Types Associated with Potential Source of Incident**

	Residential	Commercial	Industrial	Automotive Facility	Food Facility	Construction	Public Facilities & Utilities	Totals
Abandoned drums	7	0	0	11	1	0	3	22
Allowable discharge	9	3	1	0	0	0	3	16
Carpet cleaning	7	0	0	0	0	1	0	8
Cement	6	1	0	0	1	28	1	37
Complaint not found	9	1	1	1	0	1	3	16
Cooling water	0	0	2	0	0	0	0	2
Dewatering	1	3	0	0	0	1	3	8
Dumping - hazardous	20	8	7	5	1	2	1	44
Dumping - non-hazardous	25	15	5	2	7	6	3	63
Dumpster	0	2	0	0	6	0	0	8
Equipment cleaning	5	4	0	1	2	1	0	13
Grey water	12	2	1	1	7	1	1	25
Illicit connections	2	0	0	0	0	0	0	2
Landscape material dumping	14	0	0	0	0	16	3	33
Misc. incidents	27	7	0	1	2	4	9	50
Oil & grease	4	0	0	1	18	0	0	23
Paint	20	1	2	0	0	10	2	35
Pools/Spas/Fountains	18	1	0	0	0	0	0	19
RV Waste	2	2	0	0	0	0	0	4
Sanitary spill or leak	20	3	0	0	6	1	6	36
Saw cutting slurry	2	0	1	0	0	8	1	12
Spills	8	4	0	1	1	0	1	15
Surface cleaning	9	1	0	2	7	3	1	23
SWIDs	0	2	0	0	0	0	0	2
Tracking soil	3	1	0	1	0	34	5	44
Used oil dumping	27	4	2	2	1	0	2	38
Vehicle & equipment leaking	101	2	3	14	0	0	3	123
Vehicle repair	32	2	0	14	0	0	0	48
Vehicle washing	2	3	0	11	0	0	0	16
Water line breaks	4	3	0	0	0	0	6	13
<b>Totals</b>	<b>396</b>	<b>75</b>	<b>25</b>	<b>68</b>	<b>60</b>	<b>117</b>	<b>57</b>	<b>798</b>

### **ICID Activities and Total Number of Sources of Incident Reports**

<b>Sources/Activities</b>	<b>03-04</b>	<b>02-03</b>	<b>01-02</b>	<b>00-01</b>	<b>99-00</b>	<b>Definitions</b>
ICID Inspectors	123	243	22	N/A	N/A	
City Staff	114	176	163	N/A	N/A	
Other Agency	19	29	24	N/A	N/A	
Citizen Complaints	359	476	518	N/A	N/A	
Other	101	1	15	N/A	N/A	
Investigations	939	1926	1635	1,579	2,306	This number is the sum of inspections for complaints filed in the reporting fiscal year. This includes initial and follow up inspections.
Carry over	102	87	45	64	389	The number of cases still open at the end of fiscal year
No. of Cases	716	925	885	953	1437	
No. of illicit connections	5	16	18	33	20	Defined as the # of illegal discharges that were determined to be an illicit connection. (note: this includes illicit connections identified as a separate incident type on the Incident Type table)
No. of illegal dumping incidents	681	890	833	872	1,353	Defined as the number of investigations that were related to illegal dumping.
No. of toxics spills	15	13	34	48	64	Defined as the number of investigations that were related to toxic spills. Definition of toxic spill for reporting is a hazardous chemical as per 40 CFR or an unknown chemical that was treated as toxic.
No. of Grease Trap Investigations	1	6	N/A	N/A	N/A	Not reported previously
No. not specified	14					The number of incidents with no type specified
<b>Enforcement actions</b>	<b>03-04</b>	<b>02-03</b>	<b>01-02</b>	<b>00-01</b>	<b>99-00</b>	<b>Definitions</b>
Cases with BMPs	303	526	479	960	N/A	Number of cases where BMPs were issued as part of Enforcement.
Total BMPS	1061	1726	N/A	N/A	N/A	Total Number of BMPS Distributed
Verbal Notice	173	334	330	N/A	N/A	Verbal warning providing information for corrective actions
Warning Notice	234	375	293	368	716	Written letter providing information for corrective actions (In San José this is an Official Warning Notice.)
Administrative Action	0	0	0	N/A	N/A	Official letter describing requirements and consequences (a Compliance Order in San José, which is no longer used.)
Administrative Action with Penalty &/or Fine	6	12	9	10	17	Administrative actions, including fines (In San José this is an Administrative Citation.)
Criminal Action	0	0	0	N/A	N/A	Legal actions
Referral for Enforcement	0	0	0	N/A	N/A	Refer case to agency with enforcement powers
Referral for other reason	1	105	136	N/A	N/A	Refer case to internal or external agency for clean-up, information or jurisdictional reasons.

### **Summary of ICID Cases**

<b>Cases</b>	<b>Total</b>	<b>Enforcement Actions</b>	<b>Total</b>
Total number of Cases	716	Cases with no Enforcement Action taken	83
Number of Cases requiring 1 Inspection total	530	Cases with BMPs Distributed as the highest Enforcement Action	129
Number of Cases requiring 2 Inspections total	160	Cases with Verbal Notice as the highest Enforcement Action	310
Number of Cases requiring 3 Inspections total	17	Cases with Warning Notice as the highest Enforcement Action	190
Number of Cases requiring 4 Inspections total	2	Cases with Administrative Citation as the highest Enforcement Action	4
Number of Cases requiring 5 Inspections total	6	Cases with Criminal Action as the highest Enforcement Action	0
Number of cases filed but were redirected to the appropriate agency	1		

**How Complainants Heard About This Program**

Storm Drain Stencil	43
City Operator/411	21
Complainant is a City Employee	202
Outside Agency	20
Have filed complaint before	50
N/A	211
Other	169



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## 2. IND: Industrial & Commercial Discharges

### 2.A IND Work Plan Self Evaluation Matrix

ITEM No.	ACTIVITY	COMPLIANCE DATE	FY 03-04 STATUS	RESPONSIBLE PARTY
IND 1	<b>Notice of Intent (NOI) Filers</b> The City of San José will conduct inspections of those facilities that have filed an NOI with the State and appear on a list provided by the State.			
IND 1.A.	Annually, obtain NOI filer database from State with annual information, review information and identify new NOI facilities for inspection next year.	Annually	Done. List obtained and incorporated in 7/03.	ESD-WE
IND 1.B.	Conduct and document initial inspections of NOI Filers within one year using the inspector checklist form to determine exposure and assign a future inspection frequency to each facility accordingly. Document whether the facility had submitted an NOI, and whether a SWPPP and a SWMP were on site.	Ongoing	Done. See 2.D IND Summary Tables/Additional Information.	ESD-WE
IND 1.C.	Conduct & document annual inspections of facilities determined to be Significant Facilities in accordance with inspection frequency schedule.	Ongoing	Done. See 2.D IND Summary Tables/Additional Information.	ESD-WE
IND 1.D.	Collect information during inspections on the potential for storm water pollution at industrial and commercial facilities in order to determine the appropriate inspection frequency for the various facilities.	Ongoing	Done. Work Plan item deleted for 04-05; activity is ongoing under IND 1.B.	ESD-WE
IND 1.E.	Conduct & document inspections of facilities that need to file an NOI at least once every five years for facilities determined have exposure in accordance with inspection frequency schedule. Enter inspection information from the inspector facility audit form onto the database.	Ongoing	Done. See 2.D IND Summary Tables/Additional Information. Inspection audit information is directly entered into a handheld computer that uploads the information into the database at the end of each day.	ESD-WE
IND 1.F.	Collect information during inspections on the potential for storm water pollution at industrial and commercial facilities in order to determine the appropriate inspection frequency for the various facilities	Ongoing	Done. Work Plan item deleted for 04-05; activity is ongoing under IND 1.E.	ESD-WE
IND 1.G.	Update the database to track the inspection information from the inspector checklist and to include all NOI filer SIC codes required by the Industrial Activities Storm Water General Permit	Done	Done. New database has been implemented that determines NOI requirements based on SIC code. The handheld computers used for conducting inspections include a checklist that allows inspectors to flag changes in the business process at the facility that could impact NOI status.	ESD-WE

ITEM No.	ACTIVITY	COMPLIANCE DATE	FY 03-04 STATUS	RESPONSIBLE PARTY
<b>IND 2</b>	<b>Non-File Investigations</b> The City of San José will inspect industrial facilities that may be subject to general permit requirements but are not found on the NOI filer list provided by the State.			
IND 2.A.	Identify industrial facilities that conduct activities with the SIC codes listed in the IND SOPs.	Annually	Done July 2003: Determined the Inspection schedule for the year based on the IND SOP.	ESD-WE
IND 2.B.	Develop a list of facilities targeted for inspection during upcoming year that may be subject to general permit requirements for NOI based on business licenses, etc.	Annually	Done, July 2003: Determined the Inspection schedule for the year based on the IND SOP.	ESD-WE
IND 2.C.	Conduct and document initial inspections of industrial facilities with the SIC codes listed referenced in IND 2A, using the inspector checklist form to document whether the facility "has exposure" or "no washing/no service" facility, whether the facility had submitted an NOI, and whether a SWPPP and a SWMP were on site.	Ongoing	Done. See 2.D IND Summary Tables/Additional Information.	ESD-WE
IND 2.D.	Conduct & document annual inspections of facilities determined to be Significant Facilities in accordance with implementation schedule. Add the facility to appropriate database(s) and assign an inspection frequency. If the facility inspected is determined to need to file an NOI and is not able to provide an NOI, SWPPP or SWMP, refer to the RWQCB.	Ongoing	Done. See 2.D IND Summary Tables/Additional Information.	ESD-WE
IND 2.E.	Work with the Program's Industrial Inspection Ad Hoc TG on an Administrative procedure for providing referrals to the Regional Board and document providing referrals to the Regional Board for facilities with significant problems.	Pending Implementation by Program	Pending activity by Program IND AHTG. Anticipated new completion date: 03/01/05.	ESD-WE
<b>IND 3</b>	<b>City Regulated Facilities</b> The City of San José will conduct inspections of City Regulated facilities as identified below: Food Service Facilities: 2 or more AOCs* over a rolling three year time period - Every year 1 AOC over a rolling three year time period – Every two (2) years 0 AOCs over a rolling three year time period - Every three (3) years  All other City-regulated Facilities: 2 or more AOCs* over a rolling five year time period – Every year 1 AOC over a rolling five year time period – Every two (2) years 0 AOCs over a rolling five year time period but have exposure – Every five (5) years 0 AOCs over a rolling five year time period with no exposure or potential for exposure – No further inspections  Facilities for which a referral or ICID complaint is received: As soon as practicable for violations and every year until they meet the above criteria.			
IND 3.A.	Determine industrial/commercial facilities identified in the IND SOPs	Annually Q1	Done, July 2003: Determined the Inspection schedule for the year based on the IND SOP.	ESD-WE

ITEM No.	ACTIVITY	COMPLIANCE DATE	FY 03-04 STATUS	RESPONSIBLE PARTY
IND 3.B.	Conduct and document inspections of City Regulated facilities, other than food service facilities, at least once every five (5) years in accordance with the inspection frequency schedule. If determined to have no impact or no potential for pollution, will not be scheduled for future inspection.	Ongoing	Done. See 2.D IND Summary Tables/Additional Information.	ESD-WE
IND 3.C.	Conduct and document inspections of City Regulated food service facilities at least once every three (3) years. Initial approved performance standards require inspections every three years. If determined to have no impact or no potential for pollution, will not be scheduled for future inspection.	Ongoing	Done. See 2.D IND Summary Tables/Additional Information.	ESD-WE
IND 3.D.	Conduct and document inspections for which a referral or complaint was received within one year. After the inspections, enter the information from the inspector facility inspection report onto the database.	Ongoing	Done. See 2.D IND Summary Tables/Additional Information.	ESD-WE
IND 3.E.	Develop a database to track the inspection information from the inspector facility inspection report.	Done FY 02-03	Done FY 02-03.	ESD-WE
IND 3.E.1.	Implement new Environmental Enforcement Data Management System.	Done FY 03-04	Done. The database was updated to track inspector information such as adding new restaurant requirements. ESD implemented a new and improved database in November 2003.	
IND 3.F.	Revise database to track inspection information from inspector facility inspection report and to include new industrial program categories .	As needed.	Done. A new database system was implemented in November 2003. Handheld computers are used to collect inspection information and are uploaded into the database. The handheld computer has all the necessary background and history information (including SIC codes) on the facility based on prior inspections at the facility.	ESD-WE
IND 3.G.	For B, C, D, and E, collect information during inspections on the potential for storm water pollution at City Regulated facilities in order to determine the appropriate inspection frequency for the various facilities.	Ongoing	Done. Areas of Concern (AOC) determine inspection frequency. AOCs are identified during inspection.	ESD-WE
IND 3.H.	Develop an inspection frequency plan to track frequency of inspections. Implement & update, as needed, the inspection frequency plan.	Development: Done FY 01-02 Implementation Ongoing Updated as Needed	Done. Areas of Concern (AOC) determine inspection frequency. AOCs are identified during inspection.	ESD-WE

ITEM No.	ACTIVITY	COMPLIANCE DATE	FY 03-04 STATUS	RESPONSIBLE PARTY
<b>IND 4</b>	<b>Compliance</b> The City of San José will conduct industrial/commercial inspections to determine the existence of discharges or threatened discharges, which are illegal under local ordinances. The facility operator will be notified of observed areas of concern to be corrected and/or if official action on violations is necessary, it will take place under local enforcement procedures.			
IND 4.A.	Document facilities that have enforcement actions, and the type of enforcement actions, conducted for the existence of discharges or threatened discharges that are illegal under local ordinances.	Ongoing	Done. See 2.D IND Summary Tables/Additional Information.	ESD-WE
<b>IND 5</b>	<b>Training</b> The City of San José will ensure that industrial/commercial inspectors are adequately trained in inspection procedures, documentation, and enforcement related to storm water pollution prevention.			
IND 5.A.	Develop training procedures.	Done.	Training materials were developed to update staff on new programs such as changes to inspection procedures and the restaurant program. A comprehensive training manual is being developed for use along with the new database.	ESD-WE
IND 5.B.	Conduct initial training based on the training procedures for industrial/commercial inspectors.	Done.	Done. See 12.D: <i>Municipal Employee Training Summary</i> for details.	ESD-WE
IND 5.C.	Provide on-the-job training and other training opportunities such as industrial/commercial inspection workshops.	Ongoing	Done. See 12.D: <i>Municipal Employee Training Summary</i> for details.	ESD-WE
<b>IND 6</b>	<b>Outreach</b> The City of San José will help develop and distribute outreach and technology transfer material containing applicable control measures and/or BMPs to industrial/commercial facility operators responsible for IND activities.			
IND 6.A.	Identify and list existing outreach and technology transfer material (See Appendix C, Matrix C2). Distribute applicable outreach and technology transfer material to industrial/commercial facility operators per Appendix C, Table 2. Document to the RWQCB that outreach and technology transfer material and/or BMPs have been distributed, as needed, to industrial/commercial facility operators.	Annually  Distribution Ongoing	Done. Outreach materials are listed in Appendix B of the City's URMP. See 11.D: <i>Outreach Materials Distributed</i> for a count of outreach and technology transfer materials distributed as part of Inspection activities.	ESD-UR
IND 6.B.	Determine usefulness of outreach and technology transfer materials by obtaining feedback from industrial/commercial facilities. Obtain feedback from inspectors about the effectiveness of existing outreach and technology transfer material.	As Needed	Done. Feedback from inspectors is collected during regular staff meetings. Needs are identified and responded to as priorities and budget allow.	ESD-UR

ITEM No.	ACTIVITY	COMPLIANCE DATE	FY 03-04 STATUS	RESPONSIBLE PARTY
<b>IND 7</b>	<b>NOI Filers Effectiveness Evaluation</b> The City of San Jose's Watershed Enforcement staff will review and evaluate the effectiveness of its NOI Filers inspections procedures and database tracking system.			
IND 7.A.	In the Annual Report document and evaluate the effectiveness of NOI Filers inspections procedures.	Annually	Done. NOI filers are inspected in a similar manner as all facilities. These procedures were updated to include a better mechanism for determining whether a facility needs to file for an NOI if conditional.	ESD-WE
IND 7.B.	In the Annual Report document and evaluate the effectiveness of the NOI Filers database tracking system.	Annually	The NOI filer database tracking system has been improved to better identify if a facility is conditional or not and includes a special button for indicating if there is any potential for exposure.	ESD-WE
IND 7.C.	In the Annual Report document and evaluate what worked well and what needs improvement.	Annually	Done. See 2.D IND Summary Tables/Additional Information.	ESD-WE

## 2.B IND Program Evaluation

This Program Element is in its second year of implementing inspection frequencies based on AOCs and a rigorous restaurant inspection program. FY 03-04 procedures were updated based on experiences from the previous year's inspections. All the enforcement and inspection procedures were updated effective February 2004 and included in a comprehensive Watershed Enforcement Training and Procedure Manual. The inspectors were trained in the changes and updates to the procedures to ensure enforcement consistency. Based on the feedback from the inspectors and the food facility operators, it was noted that some additional outreach material about this program could enhance stormwater compliance. A Food Facility Workshop was held in February, 2004 to educate facility managers/owners about the restaurant inspection program and BMPs. A restaurant BMP package was drafted and is anticipated to be available for distribution by December 2004. This new BMP material will be an added tool to help the inspection program educate and achieve stormwater compliance.

Due to a significant increase in workload for all inspection staff due to the increase in number of facilities scheduled for inspection, and also the rigorous construction inspection program, one new inspector was added to the program for the whole FY 03-04 and two inspectors were added for the last quarter of the year. In preparation for FY 04-05, the City used the San Jose New Business License list and Regional Board NOI filers listing to generate the list of facilities subject to inspection. Due to the City's outreach program regarding business licenses, 2,000 new applicable businesses were identified. This constitutes an increase of new businesses by over 300%. In light of this large increase and the desire to keep facility inspections equitable annually and to avoid creating a peak year, inspections for these facilities will be distributed over the next two years.

In November 2003, the new Environmental Enforcement Data Management System (EEDMS) was implemented. This system utilizes handheld personal digital assistant (PDAs) for field inspections and data collection. Staff training has and will continue to be a major part of implementing this new system. Additionally, this system has the capability to track and report multiple SIC categories for each facility, thus the difference between the total number of facilities inspected and the number of IND facilities categorized. We will be evaluating this procedure and will decide on the appropriate methodology for tracking.

## 2.C IND Response to Water Board Comments

ITEM REFERENCE	WATER BOARD COMMENTS	SAN JOSE RESPONSE	CHANGES FOR FY 04-05 (IF APPLICABLE)
IND 3	<p>From Program Evaluation Report, Tetra Tech, Inc, January 2004:</p> <p>The City schedules inspection frequencies based on past problems identified, and not potential pollutant sources on site.</p> <p>The City's performance standard (IND 3) sets a frequency of inspections based on areas of concern or AOCs. An AOC is an identified violation issued to a facility during either an industrial inspection or an ICID investigation. A facility with two or more AOCs over a rolling five-year time frame (three years for food service facilities) is inspected every year. If a facility has no AOCs over a rolling five-year time period, then that facility is only inspected once every five years.</p> <p>While this is beneficial, the scheduling based on past problems could leave some facilities with significant potential pollutant sources inspected only every five years. The City should consider setting minimum inspection frequencies for facilities with significant potential pollutant sources but no recent AOCs. Currently, facilities subject to the State's General Industrial Permit or auto service facilities could be inspected as infrequently as once every five years if no AOCs are identified.</p>	<p>San Jose's criteria for assigning inspection frequency changed in 2002 as part of Program's realignment of categories and reporting requirements pursuant to Provision C.6.a.i. The approach was communicated in submissions to Water Board staff from SCVURPPP and from San José. San Jose's approach is consistent with the permit's assertion that frequency may vary but should not be less frequent than once in 5 years.</p> <p>Inspection frequency may be included as part of Program's update of the related Performance Standard, included in the 04-05 Work Plan.</p>	<p>No immediate change in program proposed at this time.</p>

**2.D IND Summary Tables / Additional Information**

**IND Summary Tables**

<b>OVERALL FACILITY INSPECTION TOTALS</b>	<b>03-04</b>	<b>02-03</b>	<b>01-02</b>	<b>00-01</b>	<b>99-00</b>	<b>DESCRIPTION OF ITEM</b>
Facilities Subject to Inspection	4,991	3,943	3,924	3,031	8,807	All facilities in the database that require inspections to meet the performance standard, whether or not they are scheduled for inspection in the current year. This includes both city-regulated and GIASP facilities. This excludes facilities that the City has determined are not subject to future inspection based on a determination that there was no exposure, incorrect SIC, etc.
Facilities Scheduled for Inspection in reporting year	3,022	2,500	1,743	2,501	2,229	All facilities that were determined to need inspection by existing schedule date and imports from business license, Harris Info, and NOI filers state listing for reporting year
Facilities Inspected in FY 03-04	2,872	2,210	1,720	2,172	1,397	All facilities subject to inspection that were inspected.
Other City Regulated Facilities	26	30	43	63	N/A	These facilities had an Illicit Connection Illegal Dumping complaint filed against them, so now are scheduled to receive an industrial/commercial inspection as per IND 3D.
Facilities Scheduled for Inspection next fiscal year	3,144	3,132	2,500	884	816	All facilities subject to inspection for the following fiscal year.

<b>ENFORCEMENT ACTION TABLE</b>	<b>03-04</b>	<b>02-03</b>	<b>01-02</b>	<b>00-01</b>	<b>99-00</b>	<b>DESCRIPTION OF ITEM</b>
AOCs	2624	1790	1069	701	N/A	Area of concern with a compliance date and any enforcement action activity.
BMPs	5796	4267	1878	2,154	N/A	Number of BMPs issued as part of Enforcement.
Written Warning/ Verbal Notice	1927	753	N/A	N/A	N/A	Verbal warning providing information for corrective actions.
Official Warning Notice	162	77	N/A	N/A	N/A	Written letter providing information for corrective actions (In San José this is an Official Warning Notice.)
Administrative Action	0	0	N/A	N/A	N/A	Official letter describing requirements and consequences (in San José this is a Compliance Order. They are no longer used.)
Administrative Action with Penalty &/or Fine	3	3	N/A	N/A	N/A	Administrative actions, including fines (In San José this is an Administrative Citation.)
Criminal Action	0	0	N/A	N/A	N/A	Legal actions
Referral for Enforcement	0	0	N/A	N/A	N/A	Refer case to agency with enforcement powers
Referral for other reason	0	4	N/A	N/A	N/A	Refer case to internal or external agency for clean-up, information or jurisdictional reasons.
Significant Facilities	665	413	127	103	N/A	Facilities with 2 or more AOCs.
Non-Significant Facilities	1686	1,315	101	118	N/A	Facilities with 1 or no AOCs.



<b>STATUS OF GIASP IMPLEMENTATION</b>	<b>03-04</b>	<b>02-03</b>	<b>01-02</b>	<b>00-01</b>	<b>99-00</b>	<b>DESCRIPTION OF ITEM</b>
NOI Filers	20	9	260	665	399	Total industrial facilities in San José with new NOI filed according to Water Board Database as of July 2003. Prior to 02-03, data included all Active NOI filers; not just new ones.
Potential NOI Facilities	521	544	N/A	N/A	N/A	Of the Facilities scheduled for inspection in FY 03-04, the number that may be subject to GIASP provisions
NOI Filers Inspected	17	9	N/A	N/A	N/A	Of the Facilities referred to the City by the Water Board, the number inspected in FY 03-04. Due to the influx of restaurant and construction inspections, a small percentage of facilities were not inspected. These facilities are a priority for FY 04-05.
Have filed	126	110	N/A	N/A	N/A	Of the Facilities inspected, the number who have filed
Needing to file	26	122	98	144	123	Of the Facilities inspected, the number determined to need to file in accordance with the GIASP. These facilities are listed in 2.D Companies Requiring NOI Based on SIC But Have Not Filed AND Companies Requiring NOI Based on Exposure But Have Not Filed.
SWPPP or SWMP on-site	149	108	N/A	N/A	N/A	Per IND 1B and IND 2C, the number of facilities having a SWPPP or SWMP on-site
Closed Facilities	521	447	N/A	N/A	N/A	Facilities no longer in operation. A list of the facilities will be submitted electronically.
Conditional - No Permit Required	279	164	465	665	N/A	All facilities that were determined to need an inspection per the GIASP with findings of no permit required. A list of the facilities will be submitted electronically.
City Regulated	1780	1,336	N/A	N/A	N/A	All facilities not requiring an NOI because not subject to GIASP
Other	0	35	230	13	N/A	
Facilities referred to Water Board for Non-Compliance	9	0	1	0	2	Facilities requesting exemption for NOI, but have exposure

<b>SUMMARY OF IND CASES</b>	<b>TOTAL</b>
Total Number of Cases	2872
Number of Cases requiring 1 Inspection total	2057
Number of Cases requiring 2 Inspections total	535
Number of Cases requiring 3 Inspections total	158
Number of Cases requiring 4 Inspections total	59
Number of Cases requiring 5 Inspections total or more	63
Number of Cases requiring 0 Inspections total (These are duplicates and facilities determined to be non-existent by Business List and phone calls)	0

<b>SUMMARY OF ENFORCEMENT ACTIONS</b>	<b>TOTAL</b>
Total Number of Cases	2872
Cases with no Enforcement Action taken	835
Cases with BMPs Distributed as the highest Enforcement Action	850
Cases with Verbal Notice as the highest Enforcement Action	1064
Cases with Warning Notice as the highest Enforcement Action	120
Cases with Administrative Citation as the highest Enforcement Action	3
Cases with Criminal Action as the highest Enforcement Action	0

### **IND Facility Categories for the City of San José**

(Developed by AHTG to use for Program-wide Reporting, September 7, 2001 Memo's 17 categories + 3 City categories)

CATEGORY #	PROGRAM CATEGORY	CURRENT AHTG MUNICIPAL CATEGORY	SCHEDULED	ACTUAL
1	Automotive	Automotive sales, engine and body repair, gas stations, car washes, parking, vehicle services	883	854
2	Food Service	Eating and drinking establishments, including cafeterias, delis, bakeries, mobile food	1152	1108
3	Paint Facilities	Manufacturing and retailing	0	0
4	Dry Cleaners	Dry cleaners	0	0
5	Cleaning Services	Mobile washers, building cleaning, carpet cleaning	42	40
6	Pesticide Facilities	Manufacturing and retailing; pesticide applicators	4	4
7	Machine Shops	Industrial machinery and equipment	66	65
8	Metal Manufacturing	Metal fabricating, finishing, plating, metal work (40 CFR 413, 433)	41	41
9	Electric/Electrical Components	Manufacturing (40 CFR 469)	72	67
10	Construction/ Building	Retail, trade contractors, construction, landscape and garden businesses	17	17
11	Local Transit; Highway Transport	Electric, Gas and Sanitary Services, Trucking Industries	267	250
12	Recycling yards	Assembling, breaking up, sorting and wholesale distribution of scrap and waste materials. This includes auto wreckers engaged in dismantling automobiles for scrap.	35	35
13	Auto Dismantlers	Dismantling motor vehicles for the purpose of selling parts.	4	4
14	Concrete/Stone/Clay Products	Manufacturing cement, structural clay products, pottery, concrete and gypsum products, cut stone, abrasive and asbestos products, and other products from materials taken principally from the earth in the form of stone, clay and sand.	24	24
15	Corporation Yards	PG&E, Caltrans, School bus, VTA, Municipal	0	0
16	Landfills	Dumps; Garbage collecting, destroying and processing; Landfill; Rubbish collection and disposal.	27	27
17	Wood Furniture & Other Products	Manufacturing finished articles made entirely or mainly of wood or related materials.	24	24
18	Chemical Manufacturing	Manufacturing/producing basic chemicals, chemical products to be used in further manufacture (synthetic fibers, etc.) and finished chemical products to be used for ultimate consumption or as materials or supplies in other industries (such as cosmetics, soaps, fertilizers)	6	6
19	Misc. Manufacturing	Caskets, Furniture, Glass, Jewelry/Precious Metal, Manufacturing Industries -NEC, Medical, Office & Store Fixtures, Paper, Petroleum & Coal, Pharmaceuticals, Rubber & Plastics, Signs, Toys & Sports	113	111
20	Other	<b>Other includes:</b> Air Conditioning Services, Amusement Parks, Chiropractors, Commercial Areas, Florist, Hazardous Waste, Laboratories, Laundries, Medical and Dental Labs, Miscellaneous, Petroleum Pipelines, Petroleum Refining, Photographic/Printing, Property Management, Radiologists, Steam Electric Power Generation (per permit), Storage, Veterinarians, Welding/Iron Works, Welding Repair, Winery, and Underground Storage Tanks and unspecified SIC Code.	245	220
<b>TOTAL</b>			3022	2897

**Companies Requiring NOI Based on SIC But Have Not Filed**

Facility Number	SIC	Business Name	St Num	Dir	Street Name	Type	Bldg
11477	5093	A & A RECYCLING	154		GOBLE	LN	
15816	2600	AZULE INDUSTRIES	1057		COMMERCIAL	CT	
12794	5093	CITY METALS RECYCLING	11665		BERRYESSA	RD	
15608	5093	DELEON, FELIX TOWING	1749	S	10TH	ST	
13157	2448	GONZALES PALLETS	1261		YARD	CT	
1175	4953	Guadalupe Rubbish Disposal Company, Inc.	15999		GUADALUPE MINES	RD	
11825	3281	HV GRANITE & MARBLE COMPANY	146		GOBLE	LN	
12923	2448	KINGS PALLETS	1261		YARD	CT	
12671	5093	METALS WEST	1436		STATE	ST	
13730	4950	PHIL IT UP	784		REGENT PARK	DR	
17060	4950	RECYCLING & WASTE SERVICES	1005		TIMOTHY	DR	
13488	4950	SUNSHINE HAULING/TREE TRIM	4850		ALEX	DR	
12305	3281	The BARRAGANS	1761		JUNCTION	AVE	

**Companies Requiring NOI Based on Exposure But Have Not Filed**

Facility Number	SIC	Business Name	St Num	Dir	Street Name	Type	Bldg
11871	4212	COR-O-VAN	2311		KRUSE	DR	
16476	4212	CRATERS & FREIGHTERS OF SC	2124		ZANKER	RD	
14419	2000	GARCIA, R W	345		PHELAN	AVE	
14194	3569	MASCO SWEEPERS	120		STOCKTON	AVE	
17119	3540	OMNITECH PRECISION	630		UNIVERSITY	AVE	
11789	4151	SAN JOSE UNIFIED SCHOOL DISTRICT	222		UNIFIED	WAY	
16824	4225	SHURGARD STORAGE CAPITOL EX	725	W	CAPITOL	EXT	
9065	4214	SIERRA SPRING WATER	1742		STONE	AVE	
16952	4212	SILICON VALLEY MOVING & STOR	4911		SPRECKLES	AVE	
10079	2051	SUNRISE BAKERY	668		BLOSSOM HILL	RD	
1277	3674	SILICON GENESIS CORPORATION SJ	51		DAGGETT	ST	
1159	3471	TRIAD TOOL AND ENGINEERING, INC.	1750		ROGERS	AVE	
15509	4311	US POSTAL SER ROBERTSVILLE	1175		BRANHAM	LN	

### 3. MON: Monitoring

#### 3.A MON Work Plan Self Evaluation Matrix

ITEM No.	ACTIVITY	COMPLIANCE DATE	FY 03-04 STATUS	RESPONSIBLE PARTY
<b>PCB</b>	<b>PCB Control Program</b>			
PCB.A.	Identify sampling sites that may contain PCB contaminated sediment based on land use, anecdotal information, and suitability of the site for data collection.	Done 6/00	Done, Prior to FY 01-02	Program
PCB.B.	Conduct initial sampling at four sites determined by Task A.	Done 10/00 & 3/01	Done, Prior to FY 01-02	Program
PCB.C.	Prepare and submit to the Program a case study report for drainage areas associated with initial PCB sampling.	Done 10/01	Done, FY 01-02	Program
PCB.D.	Conduct a second round of sampling at 10 additional sites selected for follow up study.	Done 11/01	Done, FY 01-02	Program
PCB.E.	Submit a report on the second-year watershed characterization studies to the regional board	4/15/02	Done, FY 01-02	Program
PCB.F.	Complete a draft work plan with additional actions related to identifying PCBs sources and implementing controls and a schedule for their completion.	6/3/02	Done, FY 01-02	Program
PCB.G.	Begin implementation of final PCB Control Plan upon approval	TBD	The City is working with the Program and the Water Board through the CEP to develop a comprehensive strategy for PCB control.	ESD-WE, Program
<b>Dioxin</b>	<b>Dioxin-like Compound Control Program</b>			
Dioxin.A.	Characterize distribution of Dioxin-like compounds in the urban runoff system based on existing data	6/02	Program level activity	Program
Dioxin.B.	Begin implementation of SCVURPPP plan to characterize distribution of Dioxins	10/02	Program level activity	Program
Dioxin.C.	Submit plan that identifies control measures / management practices to eliminate or reduce discharges of Dioxins, if needed.	3/03	Program submitted draft Control Plan separately 3/1/02.	Program
<b>MON 1</b>	<b>Industrial Storm Water Monitoring Pilot Program</b>			
MON 1.A.	Review data used to estimate the industrial contribution of pollutants to storm system in MCMP	Done 5/97	Done, Prior to FY 01-02	ESD
MON 1.B.	Identify monitoring objectives based on issues identified in task A. Select industry group	Done 6/97	Done, Prior to FY 01-02	ESD
MON 1.C.	Identify willing industry participants. Review site SWPPPs.	Done 7/97	Done, Prior to FY 01-02	ESD

ITEM No.	ACTIVITY	COMPLIANCE DATE	FY 03-04 STATUS	RESPONSIBLE PARTY
MON 1.D.	Design sampling program for industry sites identified per task C.	Done 8/97	Done, Prior to FY 01-02	ESD
MON 1.E.	Conduct sampling during first 30 minutes of effective storm events	Done 4/98	Done, Prior to FY 01-02	ESD
MON 1.F.	Analyze data per the Program objectives	Done 5/98	Done, Prior to FY 01-02	Program
MON 1.G.	Develop guidance for industry to improve SWPPP implementation and monitoring	Done 6/98	Done, Prior to FY 01-02	ESD
MON 1.H.	Provide technology transfer information and training to industry and municipal inspectors.	Ongoing, See IND PS	Done. Remaining ongoing portions of MON 1 done as part of IND 6.	ESD
MON 1.H1	Identify facilities for general outreach/awareness programs.	Ongoing, See IND PS	Done. Remaining ongoing portions of MON 1 done as part of IND 6.	ESD
MON 1.H2	Develop educational materials for general outreach programs. Identify appropriate forum for outreach efforts.	Ongoing, See IND PS	Done. Remaining ongoing portions of MON 1 done as part of IND 6.	ESD
MON 1.H3	Train trade organizations in Industrial Activities Storm Water outreach programs. Conduct outreach.	5/02 Done	Done. Remaining ongoing portions of MON 1 done as part of IND 6.	ESD
MON 1.H4	Identify industrial facilities for focused BMP Development.	7/02 Done	Done, FY 01-02	ESD
MON 1.H5	Gain participation of trade organizations in identifying significant pollutant sources and developing appropriate BMPs.	9/02 Done	Done, FY 01-02	ESD
MON 1.H6	Conduct program to develop BMPs and measure effectiveness.	11/02	Done. Remaining ongoing portions of MON 1 done as part of IND 6.	ESD
<b>MON 3</b>	<b>First Flush Monitoring Program</b>			
MON 3.A.	Identify sampling sites based on land use, and suitability of the site for data collection.	Done 6/97	Done, Prior to FY 01-02	ESD
MON 3.B.	Train staff on sampling procedures, protocols and safety measures.	Done 9/97	Done, Prior to FY 01-02	ESD
MON 3.C.	Collect representative samples from first effective rainfall and every opportune rainfall event of the season	Done 4/98 through 4/00	Done, Prior to FY 01-02	ESD
MON 3.D.	Analyze each season's data to characterize runoff constituents	Done 6/98 through 6/00	Done, Prior to FY 01-02	ESD
MON 3.E.	Provide screen of analysis to further identify location and extent of pollutants for source control and outreach efforts.	Done 7/98 through 6/00	Done, Prior to FY 01-02	ESD
MON 3.F.	Based on analysis, provide information for targeting sampling	12/02 Done	Done, FY 02-03	Program

ITEM No.	ACTIVITY	COMPLIANCE DATE	FY 03-04 STATUS	RESPONSIBLE PARTY
MON 3.G.	Compare results with other sites, regional monitoring efforts, trends and other data to provide indication of relative magnitude of pollutant problem.	Done 9/02	Done, FY 02-03	Program
MON 3.H.	Explore modeling approaches to characterize water quality in the watershed and target additional monitoring efforts.	Done 9/02	Done, FY 02-03	Program
MON 3.I.	Provide data to SCVURPPP Program as part of 5-Year Monitoring Program.	Report 6/02	Done, FY 02-03	ESD

**3.B MON Program Evaluation**

Monitoring activities are conducted effectively at the Program level with participation from City staff to support collaboration with the Water Board (through the CEP) and to technical review of Program products.

**3.C MON Response to Water Board Comments**

No comments received from Water Board on this Program Element.

**3.D MON Summary Tables / Additional Information**

No additional information.

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## 4. NDC: New and Redevelopment

### 4.A NDC Work Plan Self Evaluation Matrix

ITEM No.	ACTIVITY	COMPLIANCE DATE	FY 03-04 STATUS	RESPONSIBLE PARTY
<b>NDC 1</b>	<b>Legal Authority</b> The City of San José has and will continue to evaluate the adequacy of its legal authority to implement new development control measures as it considers modifications to its development plan review and approval procedures.		Done. The City currently has adequate legal authority to implement new development control measures. City Council approved changes to the Municipal Code and revisions to the Council Policy on Post Construction Urban Runoff Management on October 7, 2003. These ordinance and policy revisions clarified requirements related to discretionary review of the creation or replacement of impervious surface, including the process for consideration of alternative compliance for the onsite installation of treatment controls. Subsequent revisions to the Ordinance and Post Construction Urban Runoff Management Policy will be forthcoming prior to the date for beginning implementation of Group 2 and upon approval of the Hydromodification Management Plan.	PBCE, ESD, PW, RDA
<b>NDC 2</b>	<b>Guidance to Developers</b> The development community is provided with guidance on post construction measures as early in the application process as possible.			
NDC 2.A.	Draft necessary revision(s) to Guidance Manual on Selection of Stormwater Quality Control Measures to allow incorporation of hydraulic sizing design criteria and provide to developers.	06/30/03	Done FY 02-03. The Guidance Manual on Selection of Stormwater Quality Control Measures was updated to include the revised Council Policy on Post Construction Urban Runoff Management. The first draft of revisions based on hydraulic sizing design criteria has been completed and will reference "Using Site Design Techniques to Meet Development Standards for Stormwater Quality." Prior to publication, City staff intends to revise the Guidance Manual further to include any approved updates to the Council Policy on Post Construction Urban Runoff Management related to the Hydromodification Management Plan and Group 2 projects.	PBCE, ESD, PW, RDA



ITEM No.	ACTIVITY	COMPLIANCE DATE	FY 03-04 STATUS	RESPONSIBLE PARTY
NDC 2.B.	Provide development community with revised information and guidance materials concerning any adopted on site design, building permit requirements and hydraulic sizing design criteria and maintenance requirements for BMPs for stormwater treatment measures.	06/30/03	Done FY 02-03 and Ongoing. Revised information is provided by 1) printed status bulletin information sheets distributed by e-mail to the development community and as handouts at public information counter; 2) webpage updates; 3) and inviting development community to attend Program workshops and City sponsored Developers' Roundtables.	PBCE, ESD, PW, RDA
NDC 2.B.1	Coordinate with development community on proposed hydraulic sizing criteria for structural stormwater treatment measures and any proposed revisions to Guidance Manual and policy through workshops and regular meetings.	06/30/03	Done FY 02-03 and Ongoing. See NDC 2.A. and 2.B. above.	PBCE, ESD, PW, RDA
NDC 2.B.2	Develop guidance material regarding maintenance responsibilities for any adopted structural stormwater treatment measures requirements.	06/30/03	Done FY 02-03.	PBCE, ESD, PW, RDA, Program
<b>NDC 3</b>	<b>CEQA Requirements</b> Environmental documents required for those projects that fall under CEQA or NEPA review, such as EIRs, negative declarations, and initial study checklists, will address: 1) Storm water quality impacts for land development during construction and after construction has been completed (both significant and cumulative); 2) Required permits, and 3) Specific mitigation measures related to storm water quality.			
NDC 3.A.	Review and evaluate the City's Environmental Review procedures to improve the review for water quality impacts and identification of mitigation measures. (Provision C.3.m.)	03/01/03	Done FY 02-03 and ongoing. The City uses the existing Office of Public Research initial study checklist questions based on feedback from environmental consultants and co-permittees. Separate guidance text for addressing water quality impacts and identification of mitigation measures is provided to environmental consultants and is done in coordination with the Program through the C3 Handbook.	PBCE, ESD, PW, RDA
NDC 3.A.1	Identify areas where new or additional water quality review processes and related documents or checklist questions are needed and propose schedule for revision.	Ongoing	Done. See NDC 3.A. above.	PBCE, ESD, PW, RDA
NDC 3.A.2	Implement any necessary revisions to water quality questions and procedures, if needed.	Ongoing	Done. See NDC 3.A.	PBCE, ESD, PW, RDA
NDC 3.B.	Report on revisions made to environmental review process.	Annually	Done FY 02-03. See NDC 3.A.	
<b>NDC 4</b>	<b>Project Mitigation Measures and Provision. C.3. design requirements implementation</b> Developers of projects with significant storm water pollution potential will be required by the City of San José to mitigate storm water quality impacts to the maximum extent practicable, through proper site planning and design techniques and/or addition of permanent storm water quality control measures.			
NDC 4.A.	Propose revisions to current Policy on Post-Construction Urban Runoff Management as necessary to incorporate hydraulic sizing design criteria.	07/01/03	Done FY 03-04. Revised Policy approved by Council on 10/07/03.	PBCE, ESD, PW, RDA

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ITEM No.	ACTIVITY	COMPLIANCE DATE	FY 03-04 STATUS	RESPONSIBLE PARTY
NDC 4.B.	Review and modify development permit approval procedures as necessary for adopted revisions.	07/01/03	Done FY 03-04. Council approved revisions to Zoning Ordinance to provide permit approval process for off-site treatment on 10/07/03.	PBCE, ESD, PW, RDA
NDC 4.B.1	Develop criteria & checklist to aid Department of Planning, Building & Code Enforcement & Department of Public Works planners & engineers in determining whether a development project should be required to incorporate post-construction treatment control measures & their related operation and maintenance requirements.	07/01/03	Done. Drafted FY 02-03 and finalized FY 03-04 in coordination with the Program.	PBCE, ESD, PW, RDA
NDC 4.B.2	Draft standard conditions of approval as necessary to ensure proper selection, design of and installation of structural stormwater treatment measures per Provision C.3.b., c., d.	07/01/03	Done FY 02-03.	PBCE, ESD, PW, RDA
NDC 4.B.3	Draft standard conditions of approval as necessary to ensure proper maintenance of structural stormwater treatment measures. (Provision C.3.e.)	07/01/03	Done FY 02-03. Standard conditions of approval currently exist for maintenance of structural stormwater treatment measures.	PBCE, ESD, PW, RDA
NDC 4.C.	Implement any new adopted development conditions of approval, and procedures to developments with significant storm water pollution potential. (Provision C.3.b.)	07/01/03	Done FY 02-03. Developments with significant storm water pollution potential deemed complete after October 15, 2003 are reviewed and stormwater conditions and controls are implemented in conformance with the current Council Policy on Post Construction Urban Runoff Management.	PBCE, ESD, PW, RDA
NDC 4.D.	Collect data on the projects for enhanced annual reporting. Produce a list of projects and data tracked for the last two years and provide to SCVURPPP for analysis. (Provision C.3.c.)	Annually	Done. Planning staff requests applicants to complete a questionnaire at Planning submittal stage for projects that create or replace one acre or more of impervious surface, and this data is included in the project file. Data is compiled for San Jose's Annual Report. See Section 4.D: <i>Significant Development Projects Reviewed and/or Approved During July 1, 2003 – June 30, 2004.</i>	PBCE, ESD, PW, RDA
NDC 4.E.	Draft post-construction treatment BMP certification procedures. (Provision C.3.h)	07/01/03	Done FY 03-04. Council approved the Post Construction Urban Runoff Pollution Prevention Policy that contains certification methodology.	PBCE, ESD, PW, RDA
NDC 4.E.1	Evaluate implementing an alternative certification program and develop one if deemed necessary. (Provision C.3.h.)	07/01/03	Done FY 03-04. Alternative certification is described in the Post-Construction Urban Runoff Management Policy and done at the discretion of the Director of PBCE. To date no projects have requested alternative certification.	PBCE, ESD, PW, RDA

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ITEM No.	ACTIVITY	COMPLIANCE DATE	FY 03-04 STATUS	RESPONSIBLE PARTY
NDC 4.G.	First report to City Council on Alternatives Program. (Provision C.3.g.)	06/30/03	Done FY 03-04. The City formulated its own Alternatives Program and included it in the Post Construction Urban Runoff Pollution Prevention Policy, which City Council approved on 10/07/03.	PBCE, ESD, PW, RDA
NDC 4.H.	Develop list of Annual Reporting requirements from Provision C.3. Design data tracking needs and protocols.	06/30/03	Done FY 02-03 in coordination with Program.	PBCE, ESD, PW, RDA
NDC 4.H.1	Compile a list of new development and redevelopment projects by name, type of project, site acreage, site acreage or square footage, square footage of new impervious surface, treatment BMPs and numeric sizing criteria used for applicable projects. Also, list the source control and pesticide reduction measures.	Annually	Done and ongoing. See Section 4.D. <i>Significant Development Projects Reviewed and/or Approved During July 1, 2003 – June 30, 2004.</i>	PBCE, ESD, PW, RDA
NDC 4.H.2	Track name and location of projects in the Alternatives Program, project type and size, percent impervious surface, reason for granting waiver, terms of waiver, equivalent benefit provided, alternative treatment project or regional project receiving the benefit and date of completion of the alternative treatment project or regional project.	Annually	Done. Implementation began October 15, 2003 in accordance with Council Policy. No projects were approved under the Alternatives Program.	PBCE, ESD, PW, RDA
NDC 4.I.	Participate on SCVURPPP's Hydromodification Management Plan work group and develop procedures for limiting peak stormwater runoff discharge rates from development projects. (Provision C.3.f.)	Ongoing as needed	Done and ongoing. City staff has continued to participate on the Program's Hydromodification Management Plan work group and has helped refine procedures for limiting peak stormwater runoff discharge rates.	PBCE, ESD, PW, RDA
NDC 4.J.	Review the design standards and guidance for opportunities to make revisions that would result in reduced impacts to water quality and summarize how they were incorporated into approval procedures. Such revisions are listed in Provision C.3.j.	09/15/03	Done FY 03-04. Planning staff has reviewed the City's design standards and guidance in coordination with the Program and has drafted revisions to be presented to Council at the time that all other proposed updates to the standards are proposed for Council approval. Currently, Planning staff continues to update and expand the design guidance information provided on its stormwater runoff web page. Project status letters that Planning staff provides to applicants refer to the guidance presented on the web page as a basis for project specific design comments and requests for design revisions.	PBCE, ESD, PW, RDA
NDC 4.J.1	Identify and document existing site design standards and guidance documents and policies.	09/15/03	Done FY 03-04 in coordination with the Program.	PBCE, ESD, PW, RDA
NDC 4.J.2	Compile a Report on Site Design Measures and Revised Standards: Identify areas where new or additional site design measures are needed and propose timeline for revision.	09/15/03	Done FY 02-03 in coordination with the Program and the Santa Clara Basin Watershed Management Initiative Land Use Subgroup (WMI-LUS).	PBCE, ESD, PW, RDA

ITEM No.	ACTIVITY	COMPLIANCE DATE	FY 03-04 STATUS	RESPONSIBLE PARTY
NDC 4.J.3	Revise Site Design Measures and Standards, if necessary.	09/15/03	Done FY 02-03 and updated FY 03-04 in coordination with the Program and the Santa Clara Basin Watershed Management Initiative Land Use Subgroup (WMI-LUS). The Post-Construction Urban Runoff Management Policy was approved on October 7, 2003 and includes minimum BMPs to be incorporated to address source control issues. The City uses the OPR initial study checklist questions and provides separate guidance text to guide CEQA document preparation. City staff is involved in ongoing discussions to address larger site design issues such as street right-of-way widths and alternatives to curb and gutter requirements.	PBCE, ESD, PW, RDA
NDC 4.K.	Review the existing source control measures contained in site design standards, guidance documents and conditions of approval for opportunities to limit storm water pollution. (Provision C.3.k.)	06/30/03	Done FY 03-04 in coordination with the Program . Policy includes minimum BMPs to be incorporated.	PBCE, ESD, PW, RDA
NDC 4.K.1	Identify and document existing source control measures, guidance documents, and conditions of approval.	06/30/03	Done FY 02-03 in coordination with the Program and the WMI-LUS.	PBCE, ESD, PW, RDA
NDC 4.K.2	Compile a Report on Existing Source Control Measures: Identify areas where new or additional source control measures are needed and propose timeline for revision of conditions of approval and guidance.	Done	Done in coordination with the Program.	PBCE, ESD, PW, RDA
NDC 4.K.3	Revise conditions of approval and guidance, if needed.	Ongoing	Ongoing in coordination with the Program.	PBCE, ESD, PW, RDA
NDC 4.L.	Review General Plan and revise as necessary to incorporate water quality and watershed protection principles and policies, and summarize revisions made. (Provision C.3.l.)	7/1/05	Ongoing. Planning staff has reviewed the General Plan, and will continue to do so at least annually.  The Pedestrian Priority Areas Diagram was updated to include twelve new pedestrian priority areas. The intent of the Pedestrian Priority Areas Diagram is to encourage and facilitate a physical environment conducive to higher levels of walking. The priority areas are identified for pedestrian improvements such as wider sidewalks, street furniture, appropriate lighting and other amenities that are intended to encourage pedestrian activity and to discourage automobile use. Higher levels of pedestrian activity reduce pollutants on the roadways by minimizing automobile use.  Phase III of the Housing Opportunities Study identified thirteen vacant or underutilized sites near existing or proposed public transportation that are suitable for high-density residential or mixed-use development. These sites are currently designated for commercial or industrial uses	PBCE

ITEM No.	ACTIVITY	COMPLIANCE DATE	FY 03-04 STATUS	RESPONSIBLE PARTY
			and require a General Plan Amendment to allow housing. Staff has initiated outreach to neighborhood groups and held an EIR scoping meeting in order to facilitate amending the General Plan to allow higher density infill development on these sites. Higher density infill development near public transportation reduces pollutants on the roadways by minimizing automobile use by residents.	
NDC 4.L.1	Identify and document existing General Plan principles and policies. Compile a Report on Existing General Plan principles and policies.		Done FY 02-03 in coordination with the Program and the WMI-LUS.	PBCE
NDC 4.L.2	Identify areas where new or additional General Plan principles or policies are needed and propose timeline for revision, if needed.		Existing General Plan principles and policies are adequate to support water quality and watershed protection.	PBCE
NDC 4.L.3	Make revisions to General Plan principles and policies, if needed, per work plan.		Done and ongoing annually, as needed. See NDC 4.L.	PBCE
NDC 4.M.	Develop & propose enhanced reporting format for documenting use of pesticide reduction measures at development sites. (Provision C.3.n. & C.9.ii.)	6/30/02	Done FY 02-03.	PBCE, ESD, PW, RDA
NDC 4.M.1	Based on City's Pesticide Management Plan, establish criteria for tracking percentage of new development projects for which pesticide reduction measures were required & begin tracking. (Provision C.3.n. & C.9.d.ii)	06/30/03. Implementation Ongoing	Done FY 03-04. Criteria were established in coordination with the Program. As concluded by the Program (see NDC 4.M.) monitoring and enforcement of pesticide reduction measures on private property is not practicable.	PBCE, ESD, PW, RDA
<b>NDC 5</b>	<b>Developer Conformance with State Requirements</b> Developers of projects that disturb a land area of one acre or more are required by the City to demonstrate conformance with the State General Construction Activity Storm Water Permit including filing of NOI, development of a SWPPP, et al.			
NDC 5.A.	Include as condition of approval for projects that disturb a land area of one acre or more, a requirement to demonstrate coverage under the State General Construction Activity Storm Water Permit.	Ongoing	Done through an ordinance revising Zoning Code approved by City Council 12/02 and effective 1/03.	PBCE, PW, RDA
NDC 5.B.	Track the projects that contained above condition of approval.	Annual Report	Done and ongoing.	PBCE, PW, RDA
NDC 5.C.	Review, evaluate, and modify, as necessary, existing Planning procedures & conditions of approval to incorporate change in applicable land area to one acre or more starting 01/03.	01/03	Done FY 02-03.	PBCE

ITEM No.	ACTIVITY	COMPLIANCE DATE	FY 03-04 STATUS	RESPONSIBLE PARTY
<b>NDC 6</b>	<b>Developer Erosion Control Plans</b> Developers of projects with potential for significant erosion and planned construction activity during the wet season are required by the City of San José to prepare and implement an effective erosion and/or sediment control plan or similar document prior to the start of the wet season.			
NDC 6.A.	Include as a condition of approval for applicable projects a requirement to prepare and implement an erosion and sediment control plan.	Ongoing	Done and ongoing.	PBCE, PW, RDA
NDC 6.B.	Track the projects that contained above condition of approval.	Ongoing	Done and ongoing.	PBCE, PW, RDA
<b>NDC 7</b>	<b>Operation and Maintenance for Structural Storm Water Controls</b> Developers of projects that include installation of permanent structural storm water controls are required by the City of San José to establish and provide a method for operation and maintenance of such structural controls.			
NDC 7.A.	Work with SCVURPPP to revise NDC 7 Performance Standard.	06/30/03	Done FY 02-03.	PBCE, ESD, PW, RDA
NDC 7.B.	Draft policy and procedures for an operation and maintenance verification program.	10/15/02	Done FY 02-03.	PBCE, ESD, PW, RDA
NDC 7.C.	Draft summary of details of operation and maintenance verification program: organizational structure, evaluation, proposed improvements, inspections and follow-up, including criteria for setting priorities. (Provision C.3.e.)	06/30/03	Done FY 03-04.	PBCE, ESD, PW, RDA
NDC 7.D.	Include as a condition of approval a requirement that developers of projects that include installation of permanent structural storm water controls are required to establish and provide proof of operation and maintenance of such structural controls.	Done FY 03-04 Ongoing	Implemented as a condition of approval with Group 1 Projects after October 15, 2003 in accordance with Council policy.	PBCE, ESD, PW, RDA
NDC 7.D.1	Develop model permit conditions with fact sheets to include in use permits where appropriate. Develop procedures for verifying maintenance of post-construction treatment BMP will be maintained.	06/30/03	Done FY 02-03 in coordination with the Program.	PBCE, ESD, PW, RDA
NDC 7.D.2	In-ground BMPs	07/15/03	Done FY 02-03 in coordination with the Program.	PBCE, ESD, PW, RDA
NDC 7.D.3	Landscape and all others	10/15/03	Done FY 03-04 in coordination with the Program.	PBCE, ESD, PW, RDA
NDC 7.D.4	Compile a list of projects & responsible operators subject to C.3.e. provision.	FY 03-04 Annually thereafter	Implemented with Group 1 Projects after October 15, 2003 in accordance with Council Policy.	PBCE, ESD, PW, RDA
NDC 7.E.	Track and compile a list of priority properties inspected and inspection results. (Provision C.3.e.iii.)	Ongoing	Implemented with Group 1 Projects after October 15, 2003 in accordance with Council Policy.	PBCE, ESD, PW, RDA
NDC 7.E.1	Determine criteria for setting priorities for inspection of structural stormwater treatment measures & inspection frequency.	03/30/03	Done FY 02-03. Participated with Program criteria development. San Jose places its emphasis on maintenance verification as part of City's routine enforcement efforts.	PBCE, ESD, PW, RDA

ITEM No.	ACTIVITY	COMPLIANCE DATE	FY 03-04 STATUS	RESPONSIBLE PARTY
NDC 7.E.2	Develop local inspection program for verification of proper O & M.	06/30/03	Done FY 02-03 in coordination with the Program. Existing enforcement programs augmented to include verification of proper O & M. Until approved funding can be identified, maintenance verification will be done as part of the City's routine enforcement efforts.	PBCE, ESD, PW, RDA
<b>NDC 8</b>	<b>Applicability to Public Projects</b> The City of San José will ensure that municipal capital improvement projects include storm water quality control measures during and after construction, appropriate for each municipal capital improvement project, and that contractors comply with storm water quality control requirements during construction activities.			
NDC 8.A.	Develop and implement a process to ensure that municipal capital improvement projects install structural storm water quality control measures as necessary.	07/01/03	Done FY 02-03. A detailed evaluation of workflow in the City's capital improvement program has provided additional opportunities to include public works and planning staff in the review process. The City has currently dedicated one half of a full-time position to provide in-house consultation on BMPs for public projects and to conduct small group training on the design of storm water controls (See Section NDC 9.A).	PBCE, ESD, PW, RDA
NDC 8.A.1	Participate on SCVURPPP work group tasked with developing a technical guidance document for use by municipal staff to ensure that the document includes standard specifications and details, sizing methodologies, & model conditions of approval acceptable for use in City projects as necessary. (Provision C.3.b. & d.)	06/30/03	Done and ongoing. San José staff has participated and continues to participate in all Program work groups.	PBCE, ESD, PW, RDA
NDC 8.A.2	Review and revise Redevelopment Agency Project approval procedures as necessary to comply with revised Provision C.3. requirements. (Provision C.3.c.)	6/30/2004	Done FY 03-04. San Jose's PBCE Planning Division administers the permitting process for redevelopment, so no additional changes to the process are required.	PBCE, RDA
NDC 8.A.3	Review and Revise Public Works Capital Improvement Project approval procedures and Road Improvement Project approval procedures as necessary to comply with revised Provision C.3. requirements. (Provision C.3.c.)	07/01/03	Done FY 02-03. In FY 03-04, the process was further refined to ensure that projects are reviewed for appropriate storm water quality controls even when formal site planning review is not required. Prior to Water Board approval of the HMP, procedures will be revised further as necessary to incorporate hydromodification controls.	PBCE, ESD, PW, RDA
NDC 8.B.	Review, evaluate, and modify the procedures, as necessary.	07/01/03	Done FY 03-04 and ongoing. In coordination with the Program, planning procedures have been further modified to ensure selection, installation, and maintenance of appropriate BMPs. Recent changes include more regular communication between Planning and Public Works and the addition of stormwater management information to the new Capital Program database. Prior to Water Board approval of HMP, procedures will be revised further as necessary to incorporate hydromodification controls.	PBCE, ESD, PW, RDA

ITEM No.	ACTIVITY	COMPLIANCE DATE	FY 03-04 STATUS	RESPONSIBLE PARTY
NDC 8.C.	Begin tracking required data on the public projects subject to Provision C.3. hydraulic sizing criteria requirements for Annual Report.	07/01/03	Done FY 03-04. Began tracking required data after 10/15/03 with implementation of Group 1 Projects in conformance with Council policy.	PBCE, PW, RDA
NDC 8.D.	Monitor development of City's Green Building program for opportunities to discourage architectural use of copper in development projects (Prov. C.9.a.) and to incorporate urban runoff considerations .	Ongoing	Ongoing. Green Building program projects go through planning review, and urban runoff comments, including comments discouraging architectural use of copper in development projects, are given during the planning review. Projects have been revised to reduce the use of copper and direct runoff to landscaped areas. The West Valley Library is a LEED certified green building.	PBCE, ESD, PW, RDA
<b>NDC 9</b>	<b>City Staff Training</b> Key City staff is trained on planning procedures, policies, design guidelines, and BMPs for storm water pollution prevention annually.			
NDC 9.A.	Provide training to Planning and Public Works staff on planning procedures, policies, design guidelines, and BMPs for storm water pollution prevention. (Provision C.3.a.vi.)	Ongoing	Done. The City has added a senior engineering position to provide in-house consultation on BMPs and to conduct small group training in the design of storm water controls. See 12.D: <i>Municipal Employee Training Summary</i> for details.	PBCE, ESD, PW, RDA
NDC 9.B.	Provide training to Redevelopment Agency and Department of Transportation staff on planning procedures, policies, design guidelines, and BMPs for storm water pollution prevention. (Provision C.3.a.vi.)	Ongoing	Done. See 12.D: <i>Municipal Employee Training Summary</i> for details.	PBCE, ESD, PW, RDA, DOT
NDC 9.C.	Revise the training protocol to incorporate any newly adopted Provision C.3. permit requirements and related revised procedures.	07/01/03	Done FY 03-04 and ongoing in coordination with the Program.	PBCE, ESD, PW, RDA
NDC 9.D.	Train staff responsible for design review on pest-resistant landscaping techniques and model conditions of approval and the importance of minimizing pesticide use in runoff from development sites. (Provision C.3.n. and Provision C.9.d.ii)	Ongoing	Done and ongoing in coordination with the Program. Staff has been trained to recommend the use of native vegetation and integrated pest management to applicants. The City uses model conditions of approval that have been formulated with the Program and reviewed by the City arborist. See 12.D: <i>Municipal Employee Training Summary</i> for details.	PBCE, ESD, PW, RDA
<b>NDC 10</b>	<b>Development Plan Review and Approval Procedures Effectiveness Evaluation</b> The City of San José will review and evaluate the effectiveness of its development plan review and approval procedures.			
NDC 10.A.	Evaluate and incorporate any needed improvements in review and approval process.	Annually	Ongoing. Planning staff provides comments regarding urban runoff on projects during preliminary review and development application review stages. Revision to the approval process occurs on a regular basis as the City, in coordination with the Program, formulates new model conditions of approval and other requirements.	PBCE, ESD, PW, RDA
NDC 10.B.	Document and evaluate what worked well and what needs improvement.	Annually	Outreach and guidance through the design review process is working well. Accurate data collection from applicants on impervious surface area continues to be difficult and	PBCE, ESD, PW, RDA



ITEM No.	ACTIVITY	COMPLIANCE DATE	FY 03-04 STATUS	RESPONSIBLE PARTY
			time-consuming, but has improved over last year due to outreach. The City anticipates that reliable data collection will continue to improve as the development community's knowledge of C3 requirements improves. See additional comments below.	

#### 4.B NDC Program Evaluation

Regional, master planned, stormwater solutions appear to be a much more efficient way to accommodate stormwater requirements than implementation on a property-by-property basis. Stormwater controls in the form of detention basins were effectively incorporated into the Communications Hill Specific Plan and the resulting development drains urban runoff to detention basins, which have both a flood control and stormwater control function. Master planning is currently underway for both the Evergreen and Coyote Valley areas and both plans will incorporate stormwater treatment at both an individual property scale and at a regional scale. Generally, implementation of stormwater controls is easier on undeveloped, greenfield sites, such as Coyote Valley because the land requirements for runoff treatment BMPs can be factored into the master plan and accommodated early in the development process.

Implementing stormwater controls on smaller, infill sites in a developed urban area is much more difficult given limited land area, the high cost of land, and the City's policies that discourage sprawl and encourage increased densities. As shown on the attached map entitled *Approved Development Projects July 1, 2003 – June 30, 2004* in Section 4.D, the majority of new projects are infill projects in developed areas of the City. Very few new projects are located on the fringe of the City along the eastern edge or the southern end of San Jose in keeping with City policies. The City of San José will continue to promote infill development and smart growth projects in an attempt to limit sprawl and curb hillside development. However, implementing stormwater controls on a property by property basis will continue to be a challenge in a developed, urban environment such as San José and the City will continue to promote stormwater controls on a regional level where appropriate.

Planning staff continues to find that data collection and correction is very time consuming. Applicants appear to be completing the stormwater data sheet on a more frequent basis than last year. Staff believes the data sheets are filled out more frequently and accurately because the data is required by all jurisdictions in the SCVURPPP area, consultants and developers are getting used to filling out the data sheet, and becoming familiar with the sheet layout and data requirements. Staff will continue to require the stormwater data sheets be completed and submitted with each permit application.

#### 4.C NDC Response to Water Board Comments

ITEM REFERENCE	WATER BOARD COMMENTS	SAN JOSE RESPONSE	CHANGES FOR FY 04-05 (IF APPLICABLE)
	<p>From Water Board comments on FY 02-03 Annual Report:</p> <p><b>With more specific requirements in effect for FY03-04, we will look for a corresponding use of source control and site design measures at all new development projects, and stormwater treatment controls at Group 1 development projects (at a minimum) in the FY 03-04 annual report. We recommend San Jose see the guidance developed by Milpitas for treatment of stormwater runoff in high-density developments.</b></p>	<p>San Jose is participating in a series of meetings with Water Board staff to share information on San Jose's implementation of the Council Policy on Post Construction Urban Runoff Management. Beginning with this year's annual report, the summary of development activity includes specific information on Site Design, Source Control, and Treatment BMPs. This is consistent with the adopted model performance standard for this program element.</p>	<p>San José will continue to promote site design excellence and source control BMPs in addition to treatment measures.</p>

4.D NDC Summary Tables / Additional Information

**Significant Development Projects<sup>1</sup> Reviewed and/or Approved During July 1, 2003 – June 30, 2004**

PROJECT FILE NUMBER	PROJECT DESCRIPTION	PROJECT TYPE	SITE SIZE (Ac)	NEW IMPERVIOUS SURFACE (Ac)	PROJECT STATUS (APPROVAL DATE)
<b>CP00-009</b>	Conditional Use permit for an asphalt/concrete crushing and recycling facility on a 1.7 gross acre site.	Industrial	1.7	1.3	1/13/2004
<b>SITE DESIGN:</b> Riparian setback increased from zero feet to a minimum of 25 feet, riparian buffer approximately 30 feet in width, Coyote Creek riparian restoration, perimeter landscaping, new outfall to Coyote Creek placed outside of streambed, rip rap used for bank slope stabilization.	<b>SOURCE CONTROL :</b> Covered trash areas, street sweeping, stenciled inlets.	<b>TREATMENT BMPs:</b> Landscaping, Oil/Sediment Separator trap, BMPs as described under Section 7-1.01G Water Pollution (Caltrans 1992), sediment control BMPs.	<b>NUMERIC CRITERIA:</b> N/A - Deemed complete March 4, 2000	<b>O&amp;M RESPONSIBILITY:</b> Owner responsible for keeping record available for inspection on the project site of all inspections and maintenance of the Oil/Sediment Separator Unit. Unit shall be cleaned and vacuumed annually or more frequently as necessary to ensure proper function.	<b>PESTICIDE REDUCTION MEAS:</b> Pesticide reduction is done through education and outreach. Information is posted on the website and guidance is provided in the Landscape and Irrigation Guidelines.
<b>CP02-047</b>	Conditional Use Permit to demolish 254,991 square feet of existing mall space and construct 254,991 square feet for commercial and retail uses including an indoor movie theater on a 27.3 gross acre site.	Commercial	37.59	5.8	8/15/2003
<b>SITE DESIGN:</b> Bicycle parking, tree-lined pedestrian connection between transit center and mall entrance.	<b>SOURCE CONTROL :</b> Parking structure, covered trash areas, stenciled inlets, street sweeping, wash area/racks for restaurants drain to sanitary sewer.	<b>TREATMENT BMPs:</b> Landscaping, inlet filters.	<b>NUMERIC CRITERIA:</b> N/A - Deemed complete August 1, 2002	<b>O&amp;M RESPONSIBILITY:</b> Owner responsible for keeping record available for inspection on the project site of all inspections and maintenance of the inlet filters. Filters shall be inspected monthly between September and April and absorbent material replaced as necessary.	<b>PESTICIDE REDUCTION MEAS:</b> Pesticide reduction is done through education and outreach. Information is posted on the website and guidance is provided in the Landscape and Irrigation Guidelines.
<b>CP03-030</b>	Conditional Use Permit to construct 229,820 square feet of retail, drive-thru pharmacy, 24-hour operation of supermarket with off-site liquor sales by supermarket and/or general merchants, and garden center on a 25.8 gross acre site	Commercial	27.1	22.8	9/10/2003
<b>SITE DESIGN:</b> Increasing commercial square footage on site and clustering buildings, bicycle parking, motorcycle parking, pedestrian connections between buildings and transit stop.	<b>SOURCE CONTROL :</b> Covered trash areas, stenciled inlets, street sweeping, fountain drains to sanitary sewer, parking lot sweeping, wash area/racks for restaurants drain to sanitary sewer.	<b>TREATMENT BMPs:</b> Landscaping, inlet filters.	<b>NUMERIC CRITERIA:</b> N/A - Deemed complete April 25, 2003	<b>O&amp;M RESPONSIBILITY:</b> Owner responsible for keeping record available for inspection on the project site of all inspections and maintenance of the inlet filters. Filters shall be inspected monthly between September and April and absorbent material replaced as necessary.	<b>PESTICIDE REDUCTION MEAS:</b> Pesticide reduction is done through education and outreach. Information is posted on the website and guidance is provided in the Landscape and Irrigation Guidelines.

<sup>1</sup> Projects that create or replace one acre or more of impervious surface area.

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<b>PROJECT FILE NUMBER</b>	<b>PROJECT DESCRIPTION</b>	<b>PROJECT TYPE</b>	<b>SITE SIZE (Ac)</b>	<b>NEW IMPERVIOUS SURFACE (Ac)</b>	<b>PROJECT STATUS (APPROVAL DATE)</b>
<b>CP04-028</b>	Conditional Use Permit to allow a free-standing structure to expand the San José Convention Center by up to 100,000 square feet on a 4.58 gross acre site.	Commercial	4.58	4.1	5/23/2004
<b>SITE DESIGN:</b> Landscaping	<b>SOURCE CONTROL :</b> Covered trash areas, stenciled inlets, street sweeping.	<b>TREATMENT BMPs:</b> Landscaping.	<b>NUMERIC CRITERIA:</b> N/A - Deemed complete April 19, 2004. Not a land use of concern or subject to RWQCB/SCVWD permitting. Project may meet Alternatives criteria.	<b>O&amp;M RESPONSIBILITY:</b>	<b>PESTICIDE REDUCTION MEAS:</b> Pesticide reduction is done through education and outreach. Information is posted on the website and guidance is provided in the Landscape and Irrigation Guidelines.
<b>HA83-258-01</b>	Site Development Permit Amendment to allow on-site parking expansion and construct associated landscaping to an existing warehouse and distribution building on a 8.3 gross acre site.	Industrial	8.3	1.3	12/19/2003
<b>SITE DESIGN:</b> Landscaping	<b>SOURCE CONTROL :</b> Street sweeping, stenciled inlets.	<b>TREATMENT BMPs:</b> Landscaping, inlet filters.	<b>NUMERIC CRITERIA:</b> N/A - Deemed complete Oct 9, 2003	<b>O&amp;M RESPONSIBILITY:</b> Owner responsible for keeping record available for inspection on the project site of all inspections and maintenance of the inlet filters. Filters shall be inspected monthly between September and April and absorbent material replaced as necessary.	<b>PESTICIDE REDUCTION MEAS:</b> Pesticide reduction is done through education and outreach. Information is posted on the website and guidance is provided in the Landscape and Irrigation Guidelines.
<b>HA02-032-02</b>	Site Development Permit Amendment to construct a private 82,650 square feet airport hanger and associated office use for the San José Int'l Airport on a 4.90 gross acre site.	Industrial	4.9	1.9	6/18/2004
<b>SITE DESIGN:</b> Landscaping	<b>SOURCE CONTROL :</b> Covered trash areas, stenciled inlets, street sweeping.	<b>TREATMENT BMPs:</b> Landscaping, inlet filters.	<b>NUMERIC CRITERIA:</b> N/A – Airport project. Project may meet hydraulic sizing criteria through a combination of landscaping and inlet filters and may meet Alternatives criteria.	<b>O&amp;M RESPONSIBILITY:</b> Owner responsible for keeping record available for inspection on the project site of all inspections and maintenance of the inlet filters. Filters shall be inspected monthly between September and April and absorbent material replaced as necessary.	<b>PESTICIDE REDUCTION MEAS:</b> Pesticide reduction is done through education and outreach. Information is posted on the website and guidance is provided in the Landscape and Irrigation Guidelines.
<b>H02-040</b>	Site Development Permit to demolish existing FAA RTR Tower Facility and former restaurant and construct 59,186 square foot aircraft hanger, 34,139 square foot terminal/office and service facility and 152,838 square foot parking facility on a 6.19 gross acre site.	Industrial	6.19	1.7	7/2/2003
<b>SITE DESIGN:</b> Swale, multi-story buildings, multi-story parking structures, landscaped median island.	<b>SOURCE CONTROL :</b> Covered trash areas, stenciled inlets, street sweeping.	<b>TREATMENT BMPs:</b> Swale, landscaping, inlet filters.	<b>NUMERIC CRITERIA:</b> N/A - Deemed complete July 26, 2002	<b>O&amp;M RESPONSIBILITY:</b> Owner responsible for keeping record available for inspection on the project site of all inspections and maintenance of the inlet filters and swales. Copies of this	<b>PESTICIDE REDUCTION MEAS:</b> Pesticide reduction is done through education and outreach. Information is posted on the website and guidance is provided in the Landscape and

PROJECT FILE NUMBER	PROJECT DESCRIPTION	PROJECT TYPE	SITE SIZE (Ac)	NEW IMPERVIOUS SURFACE (Ac)	PROJECT STATUS (APPROVAL DATE)
					schedule and record must be provided to the City upon request and must be made available for inspection.
	Irrigation Guidelines.				
<b>H03-021</b>	Site Development Permit to construct 48-unit commercial condominiums for a total of 138,398 square feet on a 9.37 gross acre site.	Commercial	9.37	7.3	9/24/2003
<b>SITE DESIGN:</b> Swale, infill development with clustered structures.	<b>SOURCE CONTROL :</b> Covered trash areas, stenciled inlets, street sweeping.	<b>TREATMENT BMPs:</b> Swale, landscaping, inlet filters.	<b>NUMERIC CRITERIA:</b> N/A - Deemed complete April 15, 2003	<b>O&amp;M RESPONSIBILITY:</b> Owner responsible for keeping record available for inspection on the project site of all inspections and maintenance of the inlet filters and swales. Copies of this schedule and record must be provided to the City upon request and must be made available for inspection.	<b>PESTICIDE REDUCTION MEAS:</b> Pesticide reduction is done through education and outreach. Information is posted on the website and guidance is provided in the Landscape and Irrigation Guidelines.
<b>H03-035</b>	Site Development Permit to construct an approximately 33,034 square foot addition to an existing ice rink on a 19.34 gross acre site.	Commercial	19.34	1.4	9/19/2003
<b>SITE DESIGN:</b> Intensifying site and clustering buildings, restriping parking to accommodate new stalls, street tree installation.	<b>SOURCE CONTROL :</b> Covered trash areas, stenciled inlets, street sweeping.	<b>TREATMENT BMPs:</b> Landscaping, inlet filters.	<b>NUMERIC CRITERIA:</b> N/A - Deemed complete June 25, 2003.	<b>O&amp;M RESPONSIBILITY:</b> Owner responsible for keeping record available for inspection on the project site of all inspections and maintenance of the inlet filters. Filters shall be inspected monthly between September and April and absorbent material replaced as necessary.	<b>PESTICIDE REDUCTION MEAS:</b> Pesticide reduction is done through education and outreach. Information is posted on the website and guidance is provided in the Landscape and Irrigation Guidelines.
<b>H03-039</b>	Site Development Permit to develop up to 2.0 million square feet of research and development/office buildings and related parking, landscaping, and accessory uses on a 47.8-gross acre site.	Industrial	49.49	27	12/12/2003
<b>SITE DESIGN:</b> Swales, dry/wet ponds, multiple parking structures up to nine stories in height, landscaping, disconnected downspouts, slotted curb and gutter, slotted curb and gutter drains to landscaping, adjacent to light rail, pedestrian connections between buildings.	<b>SOURCE CONTROL :</b> Pesticides, fertilizers and other chemicals stored indoors, pools/fountains drain to sanitary sewer, BMPs for vehicle source control, street sweeping, stenciled inlets.	<b>TREATMENT BMPs:</b> Biofiltration swales, fossil inlet filters, stormwater filtration units, dry/wet ponds, landscaping.	<b>NUMERIC CRITERIA:</b> N/A - Deemed complete July 1, 2003	<b>O&amp;M RESPONSIBILITY:</b> Owner responsible for keeping record available for inspection on the project site of all inspections and maintenance of treatment control measures. Copies of this schedule and record must be provided to the City upon request and must be made available for inspection.	<b>PESTICIDE REDUCTION MEAS:</b> Pesticide reduction is done through education and outreach. Information is posted on the website and guidance is provided in the Landscape and Irrigation Guidelines.

PROJECT FILE NUMBER	PROJECT DESCRIPTION			PROJECT TYPE	SITE SIZE (Ac)	NEW IMPERVIOUS SURFACE (Ac)	PROJECT STATUS (APPROVAL DATE)
<b>PD02-025</b>	Planned Development Permit to allow construction of 18,530 square feet of laboratory use on a 41.4 gross acre site.			Industrial	41.4	1.9	12/9/2003
<b>SITE DESIGN:</b> Detention basin, retention pond, riparian setback.	<b>SOURCE CONTROL:</b> Covered trash areas, stenciled inlets, street sweeping.	<b>TREATMENT BMPS:</b> Detention basin, landscaping, perforated pipes.	<b>NUMERIC CRITERIA:</b> N/A - Deemed complete April 24, 2002. Design meets numeric sizing requirements and provides HMP and flood controls.	<b>O&amp;M RESPONSIBILITY:</b> Owner must keep a maintenance and inspection schedule and record to ensure that the treatment control measures continue to operate effectively. Copies of this schedule and record must be provided to the City upon request, and must be made available for inspection.	<b>PESTICIDE REDUCTION MEAS:</b> Pesticide reduction is done through education and outreach. Information is posted on the website and guidance is provided in the Landscape and Irrigation Guidelines.		
<b>PD02-030</b>	Planned Development Permit to allow up to 90 single-family attached residences on a 6.2-gross-acre site within the Communications Hills Specific Plan area.			Residential	6.20	4.6	7/11/2003
<b>SITE DESIGN:</b> Landscaping, narrow private internal streets, clustered buildings, three-story buildings, attached units.	<b>SOURCE CONTROL:</b> Stenciled inlets, no on-site storage, covered parking, street sweeping.	<b>TREATMENT BMPS:</b> Landscaping, inlet filters.	<b>NUMERIC CRITERIA:</b> N/A - Deemed complete May 20, 2003. Sized according to Communication Hill PD Zoning EIR Hydrology Study.	<b>O&amp;M RESPONSIBILITY:</b> Owner must keep a maintenance and inspection schedule and record to ensure that the treatment control measures continue to operate effectively. Copies of this schedule and record must be provided to the City upon request, and must be made available for inspection.	<b>PESTICIDE REDUCTION MEAS:</b> Pesticide reduction is done through education and outreach. Information is posted on the website and guidance is provided in the Landscape and Irrigation Guidelines.		
<b>PD03-010</b>	Planned Development Permit to construct 45 single-family detached residences on a 13.0 gross acre site.			Residential	13	7	7/11/2003
<b>SITE DESIGN:</b> Two-story residential units, public park open space dedication.	<b>SOURCE CONTROL:</b> Stenciled inlets, no on-site storage, covered parking, street sweeping.	<b>TREATMENT BMPS:</b> Landscaping, inlet filters.	<b>NUMERIC CRITERIA:</b> N/A - Deemed complete January 29, 2003	<b>O&amp;M RESPONSIBILITY:</b> Owner responsible for keeping record available for inspection on the project site of all inspections and maintenance of the inlet filters. Filters shall be inspected monthly between September and April and absorbent material replaced as necessary.	<b>PESTICIDE REDUCTION MEAS:</b> Pesticide reduction is done through education and outreach. Information is posted on the website and guidance is provided in the Landscape and Irrigation Guidelines.		
<b>PD03-016</b>	Planned Development Permit to construct up to 213 single-family detached residences.			Residential	263.6	21.8	7/11/2003
<b>SITE DESIGN:</b> Detention basin, cluster development provides 231 acres permanent open space, conservation easement, riparian	<b>SOURCE CONTROL:</b> Stenciled inlets, no on-site storage, covered parking, street sweeping.	<b>TREATMENT BMPS:</b> Detention basins, silt basin inlets, wetlands, landscaping, inlet filters.	<b>NUMERIC CRITERIA:</b> N/A - Deemed complete February 27, 2003	<b>O&amp;M RESPONSIBILITY:</b> Owner must keep a maintenance and inspection schedule and record to ensure that the treatment control measures	<b>PESTICIDE REDUCTION MEAS:</b> Pesticide reduction is done through education and outreach. Information is posted on the website and guidance is provided in the Landscape and		

PROJECT FILE NUMBER	PROJECT DESCRIPTION			PROJECT TYPE	SITE SIZE (Ac)	NEW IMPERVIOUS SURFACE (Ac)	PROJECT STATUS (APPROVAL DATE)
	corridor setback, beneficial landscaping.						continue to operate effectively. Copies of this schedule and record must be provided to the City upon request, and must be made available for inspection.
<b>PD03-026</b>	Planned Development Permit to construct 136 single-family detached residences on a 34.5 gross acre site.			Residential	34.5	18.4	9/5/2003
<b>SITE DESIGN:</b>	<b>SOURCE CONTROL:</b>	<b>TREATMENT BMPs:</b>	<b>NUMERIC CRITERIA:</b>	<b>O&amp;M RESPONSIBILITY:</b>		<b>PESTICIDE REDUCTION MEAS:</b>	
Pedestrian open space and trail links to Fowler Creek, frontage roads and open cul-de-sacs adjacent to Creek to incorporate waterway as community amenity, minimum 50 foot setback from centerline of creek, park strip between road and sidewalk, two-story residential units.	Stenciled inlets, no on-site storage, covered parking, street sweeping.	Landscaping, inlet filters.	N/A - Deemed complete April 17, 2003	Owner responsible for keeping record available for inspection on the project site of all inspections and maintenance of the inlet filters. Filters shall be inspected monthly between September and April and absorbent material replaced as necessary.		Pesticide reduction is done through education and outreach. Information is posted on the website and guidance is provided in the Landscape and Irrigation Guidelines.	
<b>PD03-027</b>	Planned Development Permit to construct 25 single family detached residences on a 4.8 gross acre site.			Residential	4.8	1.9	7/18/2003
<b>SITE DESIGN:</b>	<b>SOURCE CONTROL:</b>	<b>TREATMENT BMPs:</b>	<b>NUMERIC CRITERIA:</b>	<b>O&amp;M RESPONSIBILITY:</b>		<b>PESTICIDE REDUCTION MEAS:</b>	
Two-story residential units, increased landscaping.	Stenciled inlets, no on-site storage, covered parking, street sweeping.	Landscaping, inlet filters.	N/A - Deemed complete April 29, 2003	Owner responsible for keeping record available for inspection on the project site of all inspections and maintenance of the inlet filters. Filters shall be inspected monthly between September and April and absorbent material replaced as necessary.		Pesticide reduction is done through education and outreach. Information is posted on the website and guidance is provided in the Landscape and Irrigation Guidelines.	
<b>PD03-030</b>	Planned Development Permit to construct 84 single-family detached residences on a 9.17 gross acre site.			Residential	9.17	5.5	10/17/2003
<b>SITE DESIGN:</b>	<b>SOURCE CONTROL:</b>	<b>TREATMENT BMPs:</b>	<b>NUMERIC CRITERIA:</b>	<b>O&amp;M RESPONSIBILITY:</b>		<b>PESTICIDE REDUCTION MEAS:</b>	
Private streets provided with reduced right-of-way width from standard 52 feet to 48 feet width, landscaping, two story residential units.	Stenciled inlets, no on-site storage, covered parking, street sweeping.	Landscaping, inlet filters.	N/A - Deemed complete May 20, 2003. Sized according to Communication Hill PD Zoning EIR Hydrology Study.	Owner responsible for keeping record available for inspection on the project site of all inspections and maintenance of the inlet filters. Filters shall be inspected monthly between September and April and absorbent material replaced as necessary.		Pesticide reduction is done through education and outreach. Information is posted on the website and guidance is provided in the Landscape and Irrigation Guidelines.	

PROJECT FILE NUMBER	PROJECT DESCRIPTION	PROJECT TYPE	SITE SIZE (Ac)	NEW IMPERVIOUS SURFACE (Ac)	PROJECT STATUS (APPROVAL DATE)
<b>PD03-031</b>	Planned Development Permit to construct 92 single-family attached residences on a 3.4 gross acre site.	Residential	3.4	2.3	11/14/2003
<b>SITE DESIGN:</b> Residential structures are clustered to maximize open space. Narrow private internal street sections. 240 square-feet of common open space per unit provided (Total 1.1 acres or 32% of the site 3.4 acre site) is in excess of the 100-square feet of common open space guideline.	<b>SOURCE CONTROL :</b> Stenciled inlets, no on-site storage, covered parking, street sweeping.	<b>TREATMENT BMPs:</b> Landscaping, inlet filters.	<b>NUMERIC CRITERIA:</b> N/A - Deemed complete May 30, 2002	<b>O&amp;M RESPONSIBILITY:</b> Owner responsible for keeping record available for inspection on the project site of all inspections and maintenance of the inlet filters. Filters shall be inspected monthly between September and April and absorbent material replaced as necessary.	<b>PESTICIDE REDUCTION MEAS:</b> Pesticide reduction is done through education and outreach. Information is posted on the website and guidance is provided in the Landscape and Irrigation Guidelines.
<b>PD03-034</b>	Planned Development Permit to allow construction of three buildings with a total area of 558,000 square feet for research and development/office and commercial use on a 9.7 gross acre site	Mixed Use - Industrial and Commercial	9.70	8.4	1/16/2004
<b>SITE DESIGN:</b> Swales, buildings clustered, eight-story buildings. Multi-level parking in up to four story structures. Landscaping/ open space. Pedestrian promenades and paseos provided, bicycle trails provide link to Light Rail Transit facilities, bike lanes on Technology Drive.	<b>SOURCE CONTROL :</b> Stenciled Inlets, street sweeping, required catch basin cleaning, interior parking structure floor drains plumbed to sanitary sewer, covered trash.	<b>TREATMENT BMPs:</b> Biofilters-vegetated swales, landscaping, inlet filters.	<b>NUMERIC CRITERIA:</b> N/A - Deemed complete June 18, 2003	<b>O&amp;M RESPONSIBILITY:</b> Owner responsible for keeping record available for inspection on the project site of all inspections and maintenance of the inlet filters and swales. Copies of this schedule and record must be provided to the City upon request and must be made available for inspection.	<b>PESTICIDE REDUCTION MEAS:</b> Pesticide reduction is done through education and outreach. Information is posted on the website and guidance is provided in the Landscape and Irrigation Guidelines.
<b>PD03-037</b>	Planned Development Permit to demolish the existing religious assembly buildings and construct a 25,174 square foot building for religious assembly uses (Congregation Sinai) on a 2.03 gross acre site	Institutional	2.03	1.35	12/12/2003
<b>SITE DESIGN:</b> Detention basin, pervious concrete, preservation of mature trees, reduced parking requirement, intensification of infill site, rain garden.	<b>SOURCE CONTROL :</b> Street sweeping, stenciled inlets.	<b>TREATMENT BMPs:</b> Landscaping, rain garden, drains to dry detention basin on adjacent property (see PD03-044), landscaping.	<b>NUMERIC CRITERIA:</b> N/A - Deemed complete June 25, 2003	<b>O&amp;M RESPONSIBILITY:</b> The HOA must keep a maintenance and inspection schedule and record to ensure that the treatment control measures continue to operate effectively. Copies of this schedule and record must be provided to the City upon request and must be made available for inspection.	<b>PESTICIDE REDUCTION MEAS:</b> Pesticide reduction is done through education and outreach. Information is posted on the website and guidance is provided in the Landscape and Irrigation Guidelines.

PROJECT FILE NUMBER	PROJECT DESCRIPTION	PROJECT TYPE	SITE SIZE (Ac)	NEW IMPERVIOUS SURFACE (Ac)	PROJECT STATUS (APPROVAL DATE)
<b>PD03-040</b>	Planned Development Permit to allow approximately 222,000 square feet of commercial uses on a 18.75 gross acre site. The proposed development would be located in the northeast portion of IBM's/Hitachi's existing Cottle Road facility.	Commercial	18.7	11.8	2/11/2004
<b>SITE DESIGN:</b>	<b>SOURCE CONTROL :</b>	<b>TREATMENT BMPs:</b>	<b>NUMERIC CRITERIA:</b>	<b>O&amp;M RESPONSIBILITY:</b>	<b>PESTICIDE REDUCTION MEAS:</b>
Stormwater detention, swales, landscaping including required preservation of 101 mature trees, motorcycle parking, bicycle parking, underground structural treatment control unit, turf blocks.	Covered trash enclosures, stenciled inlets, covered loading docks, interior storage only of household hazardous materials, parking lot sweeping.	Swale, structural treatment control unit, landscaping, inlet filters.	N/A - Deemed complete July 1, 2003	Owner responsible for keeping record available for inspection on the project site of all inspections and maintenance of the inlet filters and swales. Copies of this schedule and record must be provided to the City upon request and must be made available f	Pesticide reduction is done through education and outreach. Information is posted on the website and guidance is provided in the Landscape and Irrigation Guidelines.
<b>PD03-041</b>	Planned Development Permit to construct 18 single-family detached residences on a 1.84 gross acre site.	Residential	1.84	1.07	11/21/2003
<b>SITE DESIGN:</b>	<b>SOURCE CONTROL :</b>	<b>TREATMENT BMPs:</b>	<b>NUMERIC CRITERIA:</b>	<b>O&amp;M RESPONSIBILITY:</b>	<b>PESTICIDE REDUCTION MEAS:</b>
Narrow private streets, pocket parking, elimination of cul-de-sac bulb, two-story residential units, small lot sizes, increased density infill project.	Outdoor storage prohibited, stenciled inlets, street sweeping, covered parking.	Landscaping, inlet filters.	N/A - Deemed complete July 2, 2003	Owner responsible for keeping record available for inspection on the project site of all inspections and maintenance of the inlet filters. Filters shall be inspected monthly between September and April and absorbent material replaced as necessary.	Pesticide reduction is done through education and outreach. Information is posted on the website and guidance is provided in the Landscape and Irrigation Guidelines.
<b>PD03-044</b>	Planned Development Permit to demolish two existing single-family detached residences and construct 21 single-family detached residences on a 1.99 gross acre site	Residential	1.99	1.31	12/12/2003
<b>SITE DESIGN:</b>	<b>SOURCE CONTROL :</b>	<b>TREATMENT BMPs:</b>	<b>NUMERIC CRITERIA:</b>	<b>O&amp;M RESPONSIBILITY:</b>	<b>PESTICIDE REDUCTION MEAS:</b>
Two-story residential units, intensification of infill site, disconnected downspouts, pedestrian walkways.	Street sweeping, stenciled inlets, covered parking.	Dry detention basin, disconnected downspouts, landscaping, inlet filters.	N/A - Deemed complete July 16, 2003	The owner must keep a maintenance and inspection schedule and record to ensure that the treatment control measures continue to operate effectively. Copies of this schedule and record must be provided to the City upon request and must be made available f	Pesticide reduction is done through education and outreach. Information is posted on the website and guidance is provided in the Landscape and Irrigation Guidelines.
<b>PD03-045</b>	Planned Development Permit to construct a clubhouse and related facilities at a public golf course for a total of 19,200 square feet on a 578 gross acre site.	Commercial	578	2.8	12/12/2003
<b>SITE DESIGN:</b>	<b>SOURCE CONTROL :</b>	<b>TREATMENT BMPs:</b>	<b>NUMERIC CRITERIA:</b>	<b>O&amp;M RESPONSIBILITY:</b>	<b>PESTICIDE REDUCTION MEAS:</b>
Detention basins, surface parking lot drains into vegetative swales. Landscape Plan and Permit specify erosion control plant	Covered trash enclosures, stenciled inlets, street sweeping.	Vegetative swales, detention basins, sedimentation ponds, oil and water separators.	N/A - Deemed complete July 17, 2003	The owner must keep a maintenance and inspection schedule and record to ensure that the treatment control	Pesticide reduction is done through education and outreach. Information is posted on the website and guidance is provided in the Landscape and



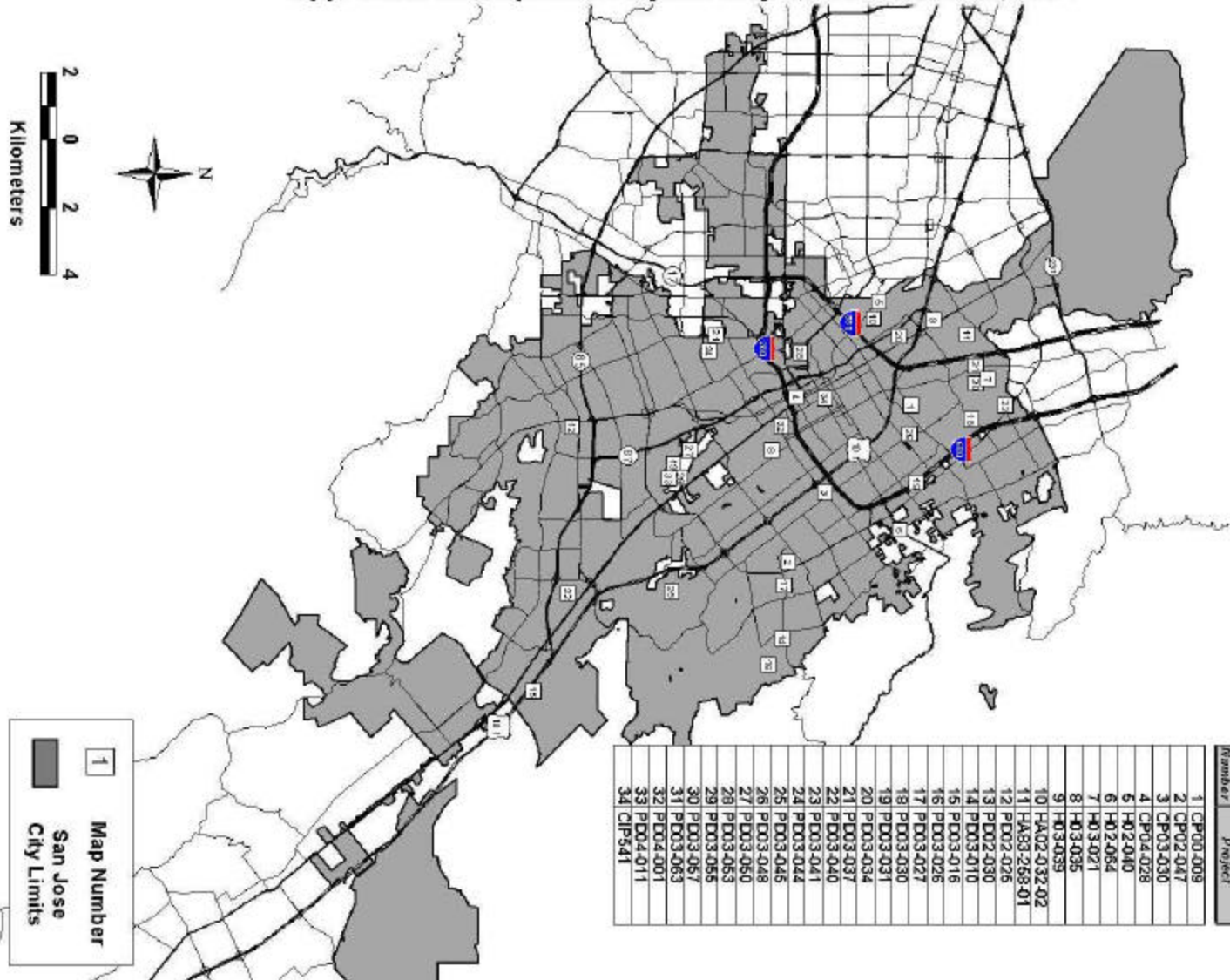
PROJECT FILE NUMBER	PROJECT DESCRIPTION			PROJECT TYPE	SITE SIZE (Ac)	NEW IMPERVIOUS SURFACE (Ac)	PROJECT STATUS (APPROVAL DATE)
	materials for on-site perimeter hillside areas, expanded perimeter setbacks around building and parking area.					measures continue to operate effectively. Copies of this schedule and record must be provided to the City upon request and must be made available for inspection.	Irrigation Guidelines.
<b>PD03-048</b>	Planned Development Permit to construct 78 single family detached residences on a 5.3 gross acre site.			Residential	5.3	3.9	11/21/2003
<b>SITE DESIGN:</b>	<b>SOURCE CONTROL :</b>	<b>TREATMENT BMPs:</b>	<b>NUMERIC CRITERIA:</b>	<b>O&amp;M RESPONSIBILITY:</b>	<b>PESTICIDE REDUCTION MEAS:</b>		
Narrow private internal streets, two and three story residential units, small lot sizes, increased density infill project, riparian corridor setback, pedestrian walkways.	Outdoor storage prohibited, stenciled inlets, street sweeping, covered parking.	Landscaping, inlet filters.	N/A - Deemed complete July 28, 2003	Owner responsible for keeping record available for inspection on the project site of all inspections and maintenance of the inlet filters. Filters shall be inspected monthly between September and April and absorbent material replaced as necessary.	Pesticide reduction is done through education and outreach. Information is posted on the website and guidance is provided in the Landscape and Irrigation Guidelines.		
<b>PD03-050</b>	Planned Development Permit to allow 135 single-family attached residential units on a 60.2-acre site.			Residential	60.2	30.8	12/19/2003
<b>SITE DESIGN:</b>	<b>SOURCE CONTROL :</b>	<b>TREATMENT BMPs:</b>	<b>NUMERIC CRITERIA:</b>	<b>O&amp;M RESPONSIBILITY:</b>	<b>PESTICIDE REDUCTION MEAS:</b>		
Detention basins, residential units clustered on one half of the site. Forty-eight percent of site retained as private open space and an additional one percent public open space.	Street sweeping, covered trash facilities, stenciled inlets.	Detention basin, landscaping, inlet filters.	N/A - Deemed complete August 28, 2003	Owner must keep a maintenance and inspection schedule and record to ensure that the treatment control measures continue to operate effectively. Copies of this schedule and record must be provided to the City upon request, and must be made available for inspection.	Pesticide reduction is done through education and outreach. Information is posted on the website and guidance is provided in the Landscape and Irrigation Guidelines.		
<b>PD03-053</b>	Planned Development Permit to construct 100 single family attached residences on a 2.37 gross acre site.			Residential	2.37	1.7	2/20/2004
<b>SITE DESIGN:</b>	<b>SOURCE CONTROL :</b>	<b>TREATMENT BMPs:</b>	<b>NUMERIC CRITERIA:</b>	<b>O&amp;M RESPONSIBILITY:</b>	<b>PESTICIDE REDUCTION MEAS:</b>		
Minimized impervious surfaces via clustering of structures, shared driveways, multi-story high density buildings, bicycle parking, walking distance to future light rail station, walking distance to Neighborhood Business District,	Street sweeping, covered trash facilities, stenciled inlets.	Landscaping.	NA - Deemed complete September 10, 2003		Pesticide reduction is done through education and outreach. Information is posted on the website and guidance is provided in the Landscape and Irrigation Guidelines.		

PROJECT FILE NUMBER	PROJECT DESCRIPTION				PROJECT TYPE	SITE SIZE (Ac)	NEW IMPERVIOUS SURFACE (Ac)	PROJECT STATUS (APPROVAL DATE)
<b>PD03-055</b>	Planned Development Permit to allow 114 single-family attached residential units on a 4-acre site.				Residential	4.04	1.8	2/6/2004
<b>SITE DESIGN:</b>	<b>SOURCE CONTROL:</b>	<b>TREATMENT BMPS:</b>	<b>NUMERIC CRITERIA:</b>	<b>O&amp;M RESPONSIBILITY:</b>	<b>PESTICIDE REDUCTION MEAS:</b>			
Detention basins, landscaping, three story attached residential building units over parking, clustered to preserve open space. Narrow private residential streets.	Stenciled inlets, outside storage prohibited, covered parking, street sweeping, covered trash enclosures.	Detention basins, landscaping, inlet filters.	N/A - Deemed complete September 17, 2003. Sized according to Communication Hill PD Zoning EIR Hydrology Study.	Owner must keep a maintenance and inspection schedule and record to ensure that the treatment control measures continue to operate effectively. Copies of this schedule and record must be provided to the City upon request, and must be made available for inspection.	Pesticide reduction is done through education and outreach. Information is posted on the website and guidance is provided in the Landscape and Irrigation Guidelines.			
<b>PD03-057</b>	Planned Development Permit to construct 3 buildings for a total of 72,260 square feet as office and warehouse uses on a 4.74 gross acre site.				Industrial	4.74	4.1	3/26/2004
<b>SITE DESIGN:</b>	<b>SOURCE CONTROL:</b>	<b>TREATMENT BMPS:</b>	<b>NUMERIC CRITERIA:</b>	<b>O&amp;M RESPONSIBILITY:</b>	<b>PESTICIDE REDUCTION MEAS:</b>			
Beneficial landscaping, vegetative swales.	Stenciled inlets, street sweeping, hazardous materials stored in compliance with Hazardous Materials Ordinance and Hazardous Materials Management Plan, industrial waste discharged to sanitary sewer, covered trash areas.	Swales, landscaping, inlet filters.	N/A - Deemed complete October 3, 2003	Owner responsible for keeping record available for inspection on the project site of all inspections and maintenance of the inlet filters and swales. Copies of this schedule and record must be provided to the City upon request and must be made available for inspection.	Pesticide reduction is done through education and outreach. Information is posted on the website and guidance is provided in the Landscape and Irrigation Guidelines.			
<b>PD03-063</b>	Planned Development Permit to construct 107 single-family detached residences on a 14.0 gross acre site.				Residential	14	11.5	6/14/2003
<b>SITE DESIGN:</b>	<b>SOURCE CONTROL:</b>	<b>TREATMENT BMPS:</b>	<b>NUMERIC CRITERIA:</b>	<b>O&amp;M RESPONSIBILITY:</b>	<b>PESTICIDE REDUCTION MEAS:</b>			
Landscaping, two-story units	Street sweeping, covered trash facilities, stenciled inlets, covered parking.	Landscaping.	N/A - Deemed complete October 14, 2003		Pesticide reduction is done through education and outreach. Information is posted on the website and guidance is provided in the Landscape and Irrigation Guidelines.			
<b>PD04-001</b>	Planned Development Permit to construct 148 affordable multi-family attached residences and 2,496 square feet for retail uses on a 1.99 gross acre site.				Residential	1.99	1.7.	4/14/2004
<b>SITE DESIGN:</b>	<b>SOURCE CONTROL:</b>	<b>TREATMENT BMPS:</b>	<b>NUMERIC CRITERIA:</b>	<b>O&amp;M RESPONSIBILITY:</b>	<b>PESTICIDE REDUCTION MEAS:</b>			
Minimized impervious surfaces via clustering of structures, shared driveway, multi-story buildings with underground parking, high density infill project.	Stenciled inlets, street sweeping, covered parking.	Landscaping, inlet filters.	N/A - Deemed complete January 7, 2004. Not a land use of concern or subject to RWQCB/SCVWD permitting. Project may meet Alternatives	Owner responsible for keeping record available for inspection on the project site of all inspections and maintenance of the inlet filters. Filters shall be inspected monthly between September and April and absorbent material	Pesticide reduction is done through education and outreach. Information is posted on the website and guidance is provided in the Landscape and Irrigation Guidelines.			

PROJECT FILE NUMBER	PROJECT DESCRIPTION	PROJECT TYPE	SITE SIZE (Ac)	NEW IMPERVIOUS SURFACE (Ac)	PROJECT STATUS (APPROVAL DATE)
			criteria.		replaced as necessary.
<b>PD04-011</b>	Planned Development Permit to allow 86 single-family attached residential units on a 1.9-acre site.	Residential	1.9	1.7	5/28/2004
<b>SITE DESIGN:</b> High density infill project, minimized impervious surfaces via clustering of structures, multi-story buildings with covered parking underneath units.	<b>SOURCE CONTROL :</b> Stenciled inlets, street sweeping, covered parking, pool drains to sanitary sewer.	<b>TREATMENT BMPs:</b> Detention basin, landscaping.	<b>NUMERIC CRITERIA:</b> N/A - Deemed complete February 23, 2004. Sized according to Communication Hill PD Zoning EIR Hydrology Study.	<b>O&amp;M RESPONSIBILITY:</b> Owner must keep a maintenance and inspection schedule and record to ensure that the treatment control measures continue to operate effectively. Copies of this schedule and record must be provided to the City upon request, and must be made available for inspection.	<b>PESTICIDE REDUCTION MEAS:</b> Pesticide reduction is done through education and outreach. Information is posted on the website and guidance is provided in the Landscape and Irrigation Guidelines.
<b>Public Projects</b>					
<b>H02-064</b>	Site Development Permit to allow construction of 26,000 square-foot library and on-site parking on a 1.82 gross acre site.	Institutional	1.82	1.5	9/26/2003
<b>SITE DESIGN:</b> Swale, disconnected downspouts, 10-foot wide sidewalk on street frontages, relocation of traffic signal cabinet to provide clear pedestrian pathways.	<b>SOURCE CONTROL :</b> Landscaping, covered trash areas, stenciled inlets, street sweeping.	<b>TREATMENT BMPs:</b> Swale, landscaping, inlet filters.	<b>NUMERIC CRITERIA:</b> N/A. Funded prior to October 15, 2003. Swales sized to treat 92nd percentile of 24-hour storm runoff event.	<b>O&amp;M RESPONSIBILITY:</b> Swales are maintained during routine site maintenance.	<b>PESTICIDE REDUCTION MEAS:</b> Pesticide reduction is done via the City's Integrated Pest Management Policy.
<b>CIP541</b>	Capital Improvement Project to allow a seven-story, 380,000 square foot parking structure with 7,000 square feet of ground floor commercial uses on a 1.2 gross acre site.	Institutional	1.2	1.2	11/24/2003
<b>SITE DESIGN:</b> Multi-story parking structure, commercial uses at grade.	<b>SOURCE CONTROL :</b> Covered parking, connected to sanitary sewer, stenciled inlets.	<b>TREATMENT BMPs:</b> Inlet filters.	<b>NUMERIC CRITERIA:</b> N/A. Funded prior to October 15, 2003.	<b>O&amp;M RESPONSIBILITY:</b> Owner responsible for keeping record available for inspection on the project site of all inspections and maintenance of the inlet filters. Filters shall be inspected monthly between September and April and absorbent material replaced as necessary.	<b>PESTICIDE REDUCTION MEAS:</b> Pesticide reduction is done via the City's Integrated Pest Management Policy.

**Development Activity Map**

**Approved Development Projects July 1, 2003 - June 30, 2004**



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## 5. CON: Construction Inspection

### 5.A CON Work Plan Self Evaluation Matrix

ITEM No.	ACTIVITY	COMPLIANCE DATE	FY 03-04 STATUS	RESPONSIBLE PARTY
<b>CON 1</b>	<b>Site Housekeeping</b> The City ensures through a construction inspection program that construction contractors properly store, use, and dispose of construction materials, chemicals, and wastes at construction sites and prevent illicit discharges to storm drains and watercourses.			
CON 1.A.	PB&CE Building Division Inspectors develop SOPs to address housekeeping measures at construction sites.	9/30/03	Done. SOP was drafted for FY 03-04 season and later revised in response to Tetra Tech program evaluation, to reflect change in statewide permit criterion from 5 acres to 1 acre. Final signoff of procedure was completed in July 2004.	ESD, PBCE
CON 1.B.	Develop hand-off procedure for transferring project information and status to ensure Building Inspectors are informed of project site data collected by Public Works Inspectors.	9/30/03	Done. See CON 1.A.	ESD, PW, PBCE
CON 1.C.	Track & document incidents of housekeeping issues at construction sites	Ongoing	Done. Inspectors from ESD, PW, and PBCE Building tracked and documented incidents of housekeeping issues at construction sites during FY 03-04 and these records are on file for review.  Housekeeping issues are frequently identified at construction sites. For example, of the 122 private development projects, PW inspectors found housekeeping issues at 56, or 46% of the sites. The typical housekeeping problems encountered were sediment tracking offsite onto public streets, inadequate inlet protection, maintenance of stabilized gravel construction entrances, and maintenance of other sediment control BMPs.	ESD, PW, PBCE
<b>CON 2</b>	<b>Local Ordinance</b> For development projects with significant erosion potential and planned construction activity during the wet season, the City ensures, through a construction inspection program, that erosion and/or sediment control measures are implemented in accordance with local ordinances and project conditions of approval and maintained as needed during construction.			
CON 2.A.	Review existing legal authority to conduct and enforce construction site inspections, if necessary revise.	Done FY 02-03	Done FY 02-03.	
CON 2.B.	Identify needed ordinance changes 1. Identify timeline for revised grading ordinance	Done FY 02-03	Done FY 02-03.	
CON 2.C.	Develop SOPs & conduct training for inspection of construction sites requiring erosion control plans before wet season. Include enforcement (see Environmental	Annually	Done. New SOP was developed for Building Inspectors and training was conducted on 9/17/04 & 9/30/04. Public Works Transportation & Development Services Division	ESD, PW

ITEM No.	ACTIVITY	COMPLIANCE DATE	FY 03-04 STATUS	RESPONSIBLE PARTY
	Engineering Enforcement Procedures)		conducted in-house training on 9/16/03 on existing SOP. A new SOP was developed for the Watershed Enforcement section, particularly in conjunction with the new data management system and training was held on 7/15/03 See Section 12D: <i>Municipal Employee Training Summary</i>	
<b>CON 3</b>	<b>Construction Inspection Frequency</b> The City inspects construction sites for adequacy of storm water control measures. The frequency of inspections for active sites is at least once per month, or more frequently based on size of project, site conditions, precipitation, & project's potential impact on storm water quality.			
CON 3.A.	Review construction inspection procedures to incorporate performance standards requirements for monthly inspections into SOPs.	Done FY 02-03	Done FY 02-03.	
CON 3.B.	Document inspections of active construction sites.	Annually	Done. ESD, PW, PBCE documented inspections of active construction sites during FY 03-04, totaling more than 2,800 inspections at active construction sites. These records are on file for review. Inspections included: ESD           570 PW (TDS)   981 PBCE       1,272	ESD, PW, PBCE
CON 3.B.1	Evaluate use of Amanda system for tracking inspection information.	6/30/04	Done. The City uses a data management system called AMANDA to track permit activities for private development projects. Public Works inspectors have used the AMANDA system mostly as a source of information about a project. Since most of the inspection reports are now imaged in the system, ESD staff will be able to access the reports when needed and use them as back-up information for follow-up inspections. There is currently no funding for remote data entry by PW Inspectors to log inspections in AMANDA directly from the site. With funding, inspectors will eventually use AMANDA to track inspections and enforcement actions.  For Building, the AMANDA processes were adequately set up and building inspectors were trained in how to fill out typical inspection notices so that NPDES inspection results would be automatically read into AMANDA. Use of some fields was not well understood but is staged to improve with continued implementation.  The new EEDMS system implemented for Watershed Enforcement was designed to be compatible with AMANDA. Though not integrated at this time, there is a longer time prospect that the two systems would automatically exchange data related to storm water inspections.	ESD, PW, PBCE

ITEM No.	ACTIVITY	COMPLIANCE DATE	FY 03-04 STATUS	RESPONSIBLE PARTY
CON 3.C.	Evaluate the effectiveness of the construction inspection program and make improvements, as necessary.	Ongoing	<p>Done. Ongoing education and enforcement are important for the success of this element. This year the City continued its expanded inspection program with Watershed Enforcement inspectors visiting all active sites, and Building inspectors addressing stormwater issues during their routine inspections.</p> <p>Building inspectors found the program most effective for larger sites where an "inspector of record" is assigned and has a better working relationship with the contractor and is more aware of specific plan requirements. The goal is to seek to expand the number of sites with an inspector of record to capture more of the Type I and Type 2 sites (per Public Works' designation).</p> <p>With three departments conducting inspections, coordination is crucial. The City will continue to increase the interaction between inspectors to improve consistency of message to developers about what constitutes compliance. The coordination meetings among Building, ESD, and Public Works inspectors that were started this year will be ongoing to provide a forum for all inspectors' questions, and to address consistency and training needs.</p>	ESD, PW, PBCE
<b>CON 4</b>	<p><b>Wet Season Preparation</b> Prior to the beginning of the wet season each year, the City inspects all sites requiring erosion and/or sediment control plans, to ensure that measures have been taken to minimize erosion and discharges of sediment from disturbed areas.</p>			
CON 4.A.	Review and revise, as needed, procedures for Public Works staff regarding wet season construction requirements.	As Needed	<p>Done. Procedures for wet season preparation were reviewed. Most were found to be adequate with no changes identified.</p> <p>For public projects, Section 10-2, Storm Water Pollution Prevention, of the Public Works Standard Specifications was formally revised and posted for use by Public Works project managers in April 2004. Minor revisions were made to the section on July 1, 2004 and a guidance document, which clarifies the revisions, was also provided to project managers. See Section 5.D: <i>Standard Specifications, Section 10-2, Storm Water Pollution Prevention</i>.</p>	PW
CON 4.B.	Document pre-season inspection of construction sites to ensure adequate implementation of winterizing BMPs, prior to the wet season.	Annually	<p>Done. The City documented pre-season inspection of construction sites to ensure adequate implementation of winterizing BMPs, prior to the wet season during FY 03-04.</p> <p>Pre-season inspections were performed by Public Works for 28 private development projects in October 2003. 24 were given verbal warnings, no project was referred to</p>	PW



ITEM No.	ACTIVITY	COMPLIANCE DATE	FY 03-04 STATUS	RESPONSIBLE PARTY
			<p>ESD, 3 were good, and one had not started grading. Of the 24 verbal warnings given, 3 were then given written notice of unsatisfactory conditions. PBCE Building inspectors delivered notices to 45 private development sites prior to October 15, 2003. These were sites most vulnerable to storm problems, using Type 1 and 2 sites identified by Public Works.</p> <p>Pre-season inspections were also performed for all active public project sites by either City staff and/or the project contractor.</p> <p>These inspections are adequate to insure proper implementation of BMPs and are important to ensuring ongoing compliance throughout the rainy season. In most cases, the developers are aware of the City's requirements and do install proper BMPs. The greater challenge is ensuring that the BMPs are maintained to operate effectively. Ongoing inspection is needed throughout the season.</p>	
<b>CON 5</b>	<p><b>Inspection and Site Evaluation Follow-up</b> Construction sites with inadequate erosion/sediment controls are given verbal and/or written notice of the inadequacies, according to the City's enforcement procedures, and followed up with action(s) commensurate with the risk of pollutants entering City storm drains or waterways. Written notices and follow-up actions are tracked and summarized in the City's Annual Report to the Regional Board.</p>			
CON 5.A.	Draft and implement procedures for follow-up actions and graduated levels of enforcement, to be used on construction sites.	Done FY 02-03	Done FY 02-03.	ESD, PW
CON 5.B.	Track and summarize notices and follow-up actions for annual reports.	Annually	<p>Each of the implementing departments follows a procedure for escalated action depending on the outcomes of an inspection.</p> <p>Public Works issued verbal warnings at 94 sites, written notices at 33 sites, and referred a total of 31 sites to ESD for additional follow up.</p> <p>Throughout the season, Building Inspectors issued a total of 130 notices to construction sites either requiring adjustments to the superintendent's performance or noting compliance with guidelines after a previous notice was delivered.</p> <p>ESD Watershed Enforcement inspectors investigated 180 active construction sites for a total of 570 inspections. Out of the 570 inspections, 390 were follow-up visits or repeat visits. Throughout the season, ESD issued 205 Verbal Warnings, 151 Written Notices, and 38 Administrative Citations (fines).</p>	ESD, PW, PBCE

ITEM No.	ACTIVITY	COMPLIANCE DATE	FY 03-04 STATUS	RESPONSIBLE PARTY
CON 5.C.	Evaluate the feasibility of increasing the # of staff with the authority to issue enforcement actions.	6/30/04	The City has evaluated the expansion of enforcement authority beyond ESD to include, e.g., PW inspectors issuing citations or "stop work" orders. At this point, the City is not proposing to increase the number of staff issuing enforcement actions, such as citations. The Public Works inspectors address stormwater among the many issues to be covered at an active construction site. The City believes consistency is crucial to an effective citation program and thus will keep that responsibility with ESD inspectors, who have citation authority as part of their core responsibilities. Alternately, the implementing departments are all committed to improving communication across inspection units to improve compliance at construction sites.	ESD, PW
<b>CON 6</b>	<b>Municipal Training</b> The City provides training annually to its construction inspection staff on inspection procedures, documentation, and enforcement related to storm water pollution prevention. All inspectors receive training on the latest construction-related storm water pollution prevention techniques and appropriate follow up actions at least once every two years. The City keeps documentation that inspectors have received training.			
CON 6.A.	Revise training curriculum to incorporate revised notice and follow-up requirements and graduated levels of enforcement Develop training materials to address wet season construction and housekeeping Develop training materials to address dry season construction and housekeeping	Done FY 02-03	Done. FY 02-03.	ESD, PW
CON 6.B.	Develop training schedule and staff feedback plan regarding inspection procedures.	Done FY 02-03	Done. FY 02-03.	ESD, PW
CON 6.C.	Conduct training for Public Works, ESD, and Building Inspection staffs on new standard operating procedures for erosion control plan review inspection process (at least once every 2 years) Conduct training of Planning, Building & Code Enforcement-Building Division inspectors regarding housekeeping BMPs Train DPW & PBCE inspectors on new SOPs for inspection during wet season Train DPW & PBCE inspectors on new SOPs for inspection during dry season	Ongoing	Done. See Section 12.D: <i>Municipal Training Summary</i>	Program, Regional Water Quality Control Board, ESD, PW, PBCE
CON 6.D.	Track and document that inspectors have received training.	Annually	Done. See Section 12.D: <i>Municipal Training Summary</i>	ESD

ITEM No.	ACTIVITY	COMPLIANCE DATE	FY 03-04 STATUS	RESPONSIBLE PARTY
CON 6.E.	Evaluate the training curriculum and frequency and improvements, as necessary.	Annually	Staff training is an important part of program improvement, especially for new hires within a responsible department or for units taking on new or expanded functions. Training of Public Works and Building Inspectors will continue in partnership with ESD inspectors. Staff will also look for training/partnering opportunities with other agencies/organizations. These trainings are intended to update the inspectors with new technology and effective BMP products and will help achieve consistency among the inspectors from all departments.	ESD, PW, PBCE
<b>CON 7</b>	<b>Outreach</b> The City provides outreach materials to contractors, developers, and municipal staff on construction BMPs and compliance with the State General Construction Activity Storm Water Permit.			
CON 7.A.	Review outreach/technology transfer materials and make improvements, as necessary	Annually	Done. The City's "Clean Bay Blueprint" was replaced by the BASMAA "Clean Bay Blueprint" outreach piece to reflect the new one-acre requirement. There was no need to change the set of eight construction outreach pieces. They are effective in conveying the different BMP messages.	ESD
CON 7.A.1	Develop outreach materials to address wet season construction.	6/03	Existing outreach materials to address wet season construction are satisfactory.	
CON 7.B.	Review SOPs for distributing outreach/technology transfer material by inspectors.	Done FY 02-03	Done FY 02-03	ESD
CON 7.C.	Conduct outreach sessions to development community.	6/03	Done and continuing Annually, in Q2. Training was conducted on 9/9/03 and 9/25/03 for development community. See Section 11.D: <i>PIP Activities Table</i> .	ESD, PW
CON 7.D.	Document outreach to development community.	Annually	Done. DPW and ESD inspectors continued to distribute BMPs to the development community during construction site inspections. Outreach materials were also given to development community representatives at training sessions on 9/9/03 and 9/25/03 and at permit service counters.	ESD
CON 7.E.	Evaluate outreach program and make improvements, as necessary.	Annually	The City's outreach program is sufficient. With inspections, meetings, and training session, the outreach for this program element includes significant face-to-face contact. Inspectors also distribute materials to developers and contractors as part of inspection. Some developers have asked for information on "approved" BMPs, but the City would not endorse any one standard BMP because of continual changes in the industry. What is acceptable today might be obsolete	ESD, PW, PBCE

ITEM No.	ACTIVITY	COMPLIANCE DATE	FY 03-04 STATUS	RESPONSIBLE PARTY
			tomorrow.	
<b>CON 8</b>	<b>Public Works Projects</b> The City will develop and implement a process to ensure that contractors hired to construct public works projects have adequate erosion control plans and use appropriate Best Management Practices (BMPs) adopted by the Department of Public Works			
CON 8.A.	Develop & conduct training for Public Works capital improvement project staff (Architectural Engineering Design & Construction and Streets, Bridges & Sewers Design and Construction) on contract language & enforcement.	Done FY 02-03 Annually	Done. Training was developed and conducted on 11/18/03 that included the new Section 10-2, Storm Water Pollution Prevention, of the Public Works Standard Specifications. Guidance material for specification use was also emailed to all project managers. See Section 12.D: <i>Municipal Employee Training Summary</i>	ESD, PW
CON 8.B.	Track the number of Public Works projects with these requirements.	Annually	Done. Tracked number of Public Works capital improvement projects to ensure erosion and sediment control language was included. Records are on file.	ESD, PW
<b>CON 9</b>	<b>Construction Inspection Effectiveness Evaluation</b> The City of San José will review and evaluate effectiveness of its construction inspection SOPs and BMPs.			
CON 9.A.	Evaluate and incorporate any needed improvements in construction inspection SOPs and BMPs.	Annually	Done FY 03-04. Changes made to SOP as described in CON 1.A	ESD, PW
CON 9.B.	Document and evaluate what worked well and what needs improvement.	Annually	For the most part, construction Best Management Practices (BMPs) are adequate. Continued emphasis on the importance of BMP implementation is critical to the ongoing success of this program.  Some of the problems observed during inspection of private development sites include: <ul style="list-style-type: none"> <li>• Use of wattles without weights,</li> <li>• Use of bags that do not allow water to flow through,</li> <li>• Improper maintenance of BMPs, and</li> <li>• Use of unprotected entrance by construction vehicles.</li> </ul> Tracking at construction entrances seemed to be a cause of a majority of problems identified a construction sites. Trainings and meetings for the development and contractor community will continue to emphasize these BMPs.  Implementation of this program under the revised SOP is relatively new but the early indications from the implementing departments are that communication is improving, especially for projects where there are assigned inspectors. For public projects, use of the new Standard Specifications (with the provision for a specific pay item for the SWPPP) and the continued pre-job meetings with contractors have been found to be effective tools to achieve contractor compliance.	ESD, PW, PBCE

## 5.B CON Program Evaluation

Several things worked well during the construction inspection process for FY 03-04. First, better communication and information exchange between the various departments helped in identifying sites that had defective or insufficient Best Management Practices and correcting these deficiencies before storm events. Second, many of the City inspectors have integrated stormwater issues into their routine inspection duties at construction sites. Third, Environmental Services Department's Watershed Enforcement Inspectors are now using a new Environmental Enforcement Data Management System (EEDMS). EEDMS allows inspectors to use handheld field devices for recording inspection and field data; printing of inspection reports in the field; and enhanced data analysis, and reports.

Building inspectors found the program most effective for larger sites where an "inspector of record" is assigned and has a better working relationship with the contractor and is more aware of specific plan requirements. In FY 04-05, the City will seek to expand the number of sites with an inspector of record to capture more of the Type I and Type 2 sites (per Public Works designation).

With three departments conducting inspections at private development sites, coordination is crucial. The City will continue to increase the interaction between inspectors to improve consistency of message to developers about what constitutes compliance. The coordination meetings among Building, ESD, and Public Works inspectors that were started this year will be ongoing to provide a forum for all inspectors' questions, and address consistency and training needs. For public projects, use of the new Standard Specifications (with the provision for a specific pay item for the SWPPP) and the continued pre-job meetings with contractors have been found to be effective tools to contractor compliance.

With regard to BMP effectiveness, construction practices are generally adequate. Continued emphasis on the importance of BMP implementation is critical to the ongoing success of this program. Some of the problems observed during inspection of private development sites include: use of wattles without weights, use of bags that do not allow water to flow through, improper maintenance of BMPs, and use of unprotected entrance by construction vehicles. Trainings and meetings for the development and contractor community will continue to emphasize these BMPs.

## 5.C CON Response to Water Board Comments

ITEM REFERENCE	WATER BOARD COMMENTS	SAN JOSE RESPONSE	CHANGES FOR FY 04-05 (IF APPLICABLE)
	<p>From Program Evaluation Report, Tetra Tech, Inc, January 2004:</p> <p>The City's public works and building inspectors require more training and experience to ensure compliance with erosion and sediment control requirements at construction sites.</p> <p>The evaluation team accompanied three Public Works inspectors on the inspection of three different construction sites. Although these inspectors were knowledgeable about some storm water BMPs, additional training appeared needed. For example, one inspector did not believe that a stabilized construction entrance was needed for a site, although significant tracking was evident in the street. An inspector also was not familiar with construction storm water pollution prevention plans.</p> <p>ESD inspectors already conduct inspections at construction sites when referred by Public Works. The</p>	<p>The City acknowledges the value of additional training, especially for new hires within the responsible department.</p> <p>Training of Public Works and Building Inspectors will continue in partnership with ESD inspectors. Staff will also look for training/partnering opportunities with other agencies/organizations. These trainings will keep the inspectors updated with new technology and effective BMP products and it will help achieve consistency among the inspectors from all Departments.</p>	<p>Continue training of Public Works and Building Inspectors in partnership with ESD inspectors.</p>

ITEM REFERENCE	WATER BOARD COMMENTS	SAN JOSE RESPONSE	CHANGES FOR FY 04-05 (IF APPLICABLE)
	<p>City should consider using these well-trained ESD inspectors to help educate public works and building inspectors on proper storm water inspection techniques and issues. The ESD inspectors could conduct a series of joint inspections with the public works and building inspectors. After all inspectors receive some training, the ESD inspectors could do periodic, random inspections to ensure that the public works and building inspectors are adequately following the inspection procedures. Alternatively, the public works and building inspectors could provide initial screening of sites and help prioritize inspection candidates for ESD.</p>		
	<p>From Program Evaluation Report, Tetra Tech, Inc, January 2004:</p> <p>The City does not require erosion control plans for flat project sites less than five acres in area.</p> <p>The City requires grading permits for three types of projects, based on slope, cubic yards of earth to be moved, and whether the project is adjacent to a watercourse. The City hands out the informational brochure - Blueprint for a Clean Bay - but does not require an erosion control plan for Type 3 projects (those projects on a less than 5% slope and less than 5 acres). The State currently requires all construction projects disturbing greater than one acre to develop a storm water pollution prevention plan and apply for an NPDES construction storm water permit. To be consistent with the State requirements, the City should require erosion control plans for all site disturbing greater than one acre.</p>	<p>See program change noted to the right.</p>	<p>Change to program implemented as of 4/15/04.</p> <p>To be consistent with the State requirements, Public Works has revised the criterion for Erosion/Sediment Control Plan (ECP) Review to require sites that are flat (less than 5% slope across the site) and disturbing an area one acre or more to submit an ECP. These projects will now be categorized as Type 2. This criterion became effective on April 15, 2004. Through the grading permit process, Public Works has already been requiring sites disturbing areas one acre or more to develop a stormwater pollution prevention plan and to apply for an NPDES construction stormwater permit since the revised requirements came to effect in March 2003. The program change described above will ensure that all such projects also complete an ECP as well.</p>

5.D CON Summary Tables

**Permits for Significant Development Projects  
Reviewed and/or Approved July 1 2003 – June 30 2004**

PROJECT NAME	PROJECT TYPE	SITE SIZE (Ac OR S.F.)	AREA OF LAND DISTURBED (Ac)	PROJECT STATUS	STORM WATER CONTROL MEASURES INCLUDED IN PROJECT	REQUIREMENT MECHANISM
<b>Department of Public Works, Airport Division</b>						
<b>Public Projects</b>						
Skyport Drive Grade Separation Project	Roadway	2.5	2.5	Completed	Standard Construction Best Management Practices (BMPS) including sediment and erosion control	Silt fencing, sandbags, filter fabric, etc.
Cargo Ramp security and taxiway Improvements 2003	Taxiway Ramp	12.2	12.2	Completed	Standard Construction Best Management Practices (BMPS) including sediment and erosion control	Silt fencing, sandbags, filter fabric, etc.
Runway 30L Extension 2004	Runway	16	16	Ongoing	Standard Construction Best Management Practices (BMPS) including sediment and erosion control	Silt fencing, sandbags, filter fabric, etc.
<b>Department of Public Works, Transportation &amp; Development Services Division</b>						
<b>Private Projects</b>						
PW# 3-01055 (PERMIT# 02-060283) NE/C OF N 8TH ST & E MISSION ST	Residential	4.91 Ac.	4.91	Approved 7/1/03 (Grading Completed)	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-01252 (PERMIT# 02-055146) E/S OF SARATOGA AV APPROX. 300 FT NORTHERLY OF HWY 280	Residential	2 Ac.	2	Completed 5/25/04	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-01349 (PERMIT# 03-128093) SE/C OF JUNCTION AV & BRENNAN ST	Commercial-Residential	8.67 Ac.	1.5	Approved 1/23/04 (Under Construction)	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-02093 (PERMIT# 02-045166) 2581 SAMARITAN DR MEDICAL CENTER	MEDICAL CENTER	5 Ac.	5	Completed 10/1/03	Stabilized Construction Entrance, Inlet Protection, Silt Fence, Fiber Roll	Planning/grading permits, ECP, applicant (developer/contractors attend PW Erosion/ Sediment Controls Training)
PW# 3-02181 (PERMIT# 02-048629) E/S OF CYPRESS AV APPROX. 500 FT SOUTHERLY OF STEVENS CREEK BL	Residential	0.23 Ac.	0.23	Completed 9/4/03	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-02202 (PERMIT# 04-100158) 2200 TULLY RD	Commercial	27.29 Ac.	27.29	Approved 3/25/04 (Under Construction)	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-02682 (PERMIT# 04-108943) NW/COF BLOSSOM HILL RD & SANTA TERESA BL	Commercial	56.60 Ac.	1.70	Approved 6/23/04 (Completed)	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs

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PROJECT NAME	PROJECT TYPE	SITE SIZE (Ac OR S.F.)	AREA OF LAND DISTURBED (Ac)	PROJECT STATUS	STORM WATER CONTROL MEASURES INCLUDED IN PROJECT	REQUIREMENT MECHANISM
PW# 3-03057 (PERMIT# 03-123576) 3460 LOES WY	Residential	0.44 Ac.	0.44	Approved 1/07/04 (Under Construction)	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-03566 (PERMIT# 02-058771) SW/C OF STEVENS CREEK BL & PALACE DR	Commercial	5.70 Ac.	5	Completed 2/20/04	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-03599 (PERMIT# 03-107810) NE/C OF ALUM ROCK AV & JOSE FIGUERES AV	Residential	3.17 Ac.	3.17	Approved 12/09/03 (Under Construction)	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-04344 (PERMIT# 04-106657) SE/C OF EAST ALMA AV & SOUTH 10TH ST	Residential	19.34 Ac.	1.40	Approved 5/05/04 (Under Construction)	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-04437 (PERMIT# 01-453188) UNION AV & WOODARD RD (SW/C)	Commercial	0.38 Ac.	0.38	Completed 11/6/03	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-04453 (PERMIT# 03-107693) 1274 CITY VIEW PL	Residential	0.67 Ac.	0.67	Approved 8/28/03 (Under Construction)	Housekeeping Only - EC Plans Not Required	Planning/grading permits, ECP, applicant (developer/contractors attend PW Erosion/ Sediment Controls Training)
PW# 3-04527 (PERMIT# 03-104539) NW/S OF W. HEDDING ST, APPROX. 400 FT NORTHERLY OF ELM ST	Commercial	0.42 Ac.	0.42	Completed 1/22/04	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-05599 (PERMIT# 04-101084) SOUTH SIDE OF TRADE ZONE BL APPROX. 840 FT WESTERLY OF NORTH CAPITOL AV	Residential	1.84 Ac.	1.84	Approved 4/08/04 (Under Construction)	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-05626 (PERMIT# 03-108610) SOUTH SIDE OF THE WEST HEDDING ST APPROX. 80 FT EAST OF MYRTLE ST	School	1.27 Ac.	1.27	Completed 11/26/03	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-05736 (PERMIT# 04-112701) EAST SIDE OF BOOKSIN AV APPROX. 550 FT SOUTHERLY OF CURTNER AV	School	8.80 Ac.	2.45	Approved 6/23/04 (Under Construction)	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-06175 (PERMIT# 04-107637) NORTH SIDE OF CINNABAR ST, APPROX. 500 FT EASTERLY OF STOCKTON AV	Commercial	7.12 Ac.	5	Approved 5/20/04 (Under Construction)	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-06223 (PERMIT# 00-987386) MARTHA ST (S/S), BTWN 5TH ST AND 6TH ST	Residential	4.82 Ac.	2.41	Completed 5/3/04	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-07077 (PERMIT# 04-108998) NE/C OF STORY LN & STORY CT	Residential	0.55 Ac.	0.25	Approved 6/10/04 (Under Construction)	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-07606 (PERMIT# 98-990757) 3RD ST & E. SAN FERNANDO ST (SW/C)	Commercial	Not Available	Not Available	Completed 1/27/04	Not Available	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-07669 (PERMIT# 04-107027) SOUTH SIDE OF FLEMING AV APPROX. 490 FT SOUTHEASTERLY OF STORY RD	Residential	1.36 Ac.	1.36	Approved 6/10/04 (Construction not Started)	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs



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PROJECT NAME	PROJECT TYPE	SITE SIZE (Ac OR S.F.)	AREA OF LAND DISTURBED (Ac)	PROJECT STATUS	STORM WATER CONTROL MEASURES INCLUDED IN PROJECT	REQUIREMENT MECHANISM
PW# 3-07833 (PERMIT# 04-103009) NORTHEASTERLY TERMINUS OF RINGWOOD CT	Commercial	4.75 Ac.	4.75	Approved 4/16/04 (Under Construction)	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-08526 (PERMIT# 01-453174) LONE HILL RD (W/S), 350' N/O LOS GATOS-ALMADEN RD	Residential	0.46 Ac.	0.46	Completed 10/14/03	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-08943 (PERMIT# 00-987273) NOB HILL (BOTH SIDES), 200' E/O FLEMING AV	Residential	Not Available	Not Available	Completed 3/16/04	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-09449 (PERMIT# 03-130928) S/W CORNER OF ZANKER RD & ALICANTE DR	Residential	6.89 Ac.	6.60	Approved 2/9/04 (Under Construction)	Stabilized Construction Entrance, Inlet Protection, Silt Fence, Fiber Roll, Sediment Basin	Planning/grading permits, ECP, applicant (developer/contractors attend PW Erosion/ Sediment Controls Training)
PW# 3-09456 (PERMIT# 03-108053) 1ST ST & TAYLOR (NW/C)	Residential	0.89 Ac.	0.89	Approved 7/03/03 (Under Construction)	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-09643 (PERMIT# 03-127255) SOUTH SIDE OF EAST SAN ANTONIO ST APPROX. 110 FT EASTERLY OF OAKLAND AV	Church	2.26 Ac.	2.26	Approved 2/06/04 (Construction not Started)	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-09850 (PERMIT# 03-116922) NORTH SIDE OF QUIMBY RD APPROX. 1,000 FT WESTERLY OF SOUTH WHITE RD	Residential	4.80 Ac.	4.80	Approved 8/29/03 (Grading Completed)	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-11012 (PERMIT# 02-057688) S/S OF EAST EMPIRE ST, 270' E/O NORTH 21ST ST	School	4.40 Ac.	4.40	Approved 10/3/03 (Under Construction)	Housekeeping Only-EC Plans Not Required	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-11123 (PERMIT# 02-048077) SW/C OF BURKE ST & SENTER RD	Commercial	14.42 Ac.	1.13	Completed 7/22/03	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-11496 (PERMIT# 03-125604) SE/C OF DAVIS & CHAPMAN ST.'S	School	0.13 Ac.	0.13	Approved 2/05/04 (Under Construction)	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-11817 (PERMIT# 03-125462) NW/C OF NAGLEE AV & NORTH BASCOM AV	Commercial	0.63 Ac.	0.63	Approved 6/29/04 (Construction not Started)	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-11862 (PERMIT# 04-112464) N/E CORNER OF BLOSSOM HILL RD & CAHALAN AV	Residential	1 Ac.	1	Approved 6/29/04 (Under Construction)	Housekeeping Only--EC Plans Not Required	Planning/grading permits, ECP, applicant (developer/contractors attend PW Erosion/ Sediment Controls Training)
PW# 3-11969 (PERMIT# 03-107087) GLENVIEW DR (W/S), OPP TERMINUS OF RAJKOVICH WY	Residential	2.29 Ac.	2.29	Approved 7/25/03 (Grading Completed)	Stabilized Construction Entrance, Hydroseeding, Inlet Protection, Straw Roll	Planning/grading permits, ECP project site specific meeting with the applicant
PW# 3-11978 (PERMIT# 03-116834) SE/C OF RUSSO DR & CHERRYVIEW LN	Residential	0.5 Ac.	0.50	Approved 7/24/03 (Grading Completed)	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-12384 (PERMIT# 02-041626) WESTERLY	Commercial-	4.60 Ac.	4.60	Approved 11/6/03	Housekeeping Only-EC Plans Not	Planning/grading permits,

CON: Construction Inspection

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TERMINUS OF DIXON LANDING RD	Residential			(Under Construction)	Required	Follow SWPPP & BMPs
PW# 3-12830 (PERMIT# 02-058995) WINCHESTER BL (W/S), AT MAGLIOCCO DR	Residential	3.95 Ac.	3.95	Approved 12/03/03 (Under Construction)	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-13079 (PERMIT# 01-453159) NORTH TERMINUS OF WEST CT	Residential	2.02 Ac.	2.02	Completed 1/23/04	Not Available	Planning/grading permits, ECP, applicant (developer/contractors attend PW Erosion/ Sediment Controls Training)
PW# 3-13089 (PERMIT# 00-987318) PIERCY RD (S/S), 1,200' ELY. SILVER CREEK VALLEY RD	Commercial	41 Ac.	Not Available	Completed 6/14/04	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-13286 (PERMIT# 04-101720) 1650 GEIST CT	Residential	0.55 Ac.	0.18	Approved 4/26/04 (Under Construction)	Housekeeping Only--EC Plans Not Required	Planning/grading permits, ECP, applicant (developer/contractors attend PW Erosion/ Sediment Controls Training)
PW# 3-13451 (PERMIT# 03-105050) EAST SIDE OF CYPRESS AV APPROX. 40 FT NORTHERLY OF OLSEN DR	Residential	0.35 Ac.	0.35	Approved 4/23/04 (Under Construction)	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-13547 (PERMIT# 00-987343) NEC OF MCLAUGHLIN AV & TAPER LN	Residential	0.66 Ac.	0.66	Approved 7/29/03 (Under Construction)	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-13630 (PERMIT# 01-453227) KING RD W/S AT THE W'LY TERMINUS OF COMMODORE DR	Residential	4.49 Ac.	4.18	Completed 2/12/04	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-13647 (PERMIT# 03-125359) NE SIDE OF MURILLO AV, SOUTH OF CHABOYA RD	Residential	15 Ac.	15	Approved 9/29/03 (Under Construction)	Inlet Protection, Fiber Roll, Hydroseed, Channel Liner/Erosion Control Blanket, Gravel Bags	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-13728 (PERMIT# 03-114556) SWEIGERT RD S/S E/O GEIST CT	Residential	0.70 Ac.	0.70	Approved 2/27/04 (Under Construction)	Stabilized Construction Entrance, Inlet Protection, Fiber Roll/Silt Barrier	Planning/grading permits, ECP, applicant (developer/contractors attend PW Erosion/ Sediment Controls Training)
PW# 3-14030 (PERMIT# 00-987475) 7349 GLENVIEW DR	Residential	0.76 Ac.	0.76	Completed 11/26/03	Not Available	Planning/grading permits, ECP, applicant (developer/contractors attend PW Erosion/ Sediment Controls Training)
PW# 3-14041 (PERMIT# 03-117724) SOUTHWESTERLY TERMINUS OF HOLLOW LAKE WY APPROX. 1,400 FT SOUTHERLY OF QUAIL CREST WY	Residential	1.40 Ac.	1.40	Approved 1/05/04 (Under Construction)	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-14046 (PERMIT# 03-120305) EAST SIDE	Residential	0.66 Ac.	0.66	Approved 6/01/04	Standard BMPs	Planning/grading permits,

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OF HOLLOW LAKE WY APPROX. 900 FT SOUTHERLY OF LAKE WY				(Under Construction)		Follow SWPPP & BMPs
PW# 3-14050 (PERMIT# 00-987443) 7010 HOLLOW LAKE WY	Residential	0.58 Ac.	0.58	Completed 10/16/03	Stabilized Construction Entrance, Silt Fence, Straw Bale Dike	Planning/grading permits, ECP, applicant (developer/contractors attend PW Erosion/ Sediment Controls Training)
PW# 3-14056 (PERMIT# 00-987439) 7330 GLENVIEW DR	Residential	0.47	0.47	Completed 7/18/03	Not Available	Planning/grading permits, ECP, applicant (developer/contractors attend PW Erosion/ Sediment Controls Training)
PW# 3-14057 (PERMIT# 00-987438) 7318 GLENVIEW DR	Residential	1.2 Ac.	1.20	Approved 7/11/03 (Grading Completed)	Housekeeping Only -EC Plans Not Required	Planning/grading permits, ECP project site specific meeting with the applicant
PW# 3-14060 (PERMIT# 01-453277) 7308 GLENVIEW DR	Residential	0.77 Ac.	0.32	Approved 6/10/04 (Grading Completed)	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-14062 (PERMIT# 99-123152) GLENVIEW DR (WS), APPROX. 1200' (S/O) HOLLOW LAKE WY	Residential	0.79 Ac.	0.79	Approved 7/26/03 (Grading Completed)	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-14073 (PERMIT# 00-987435) 7196 GLENVIEW DR	Residential	1.30 Ac.	1.30	Approved 7/28/03 (Under Construction)	Stabilized Construction Entrance, Inlet Protection, Hydroseeding, Silt Fence, Straw Wattles	Planning/grading permits, ECP, applicant (developer/contractors attend PW Erosion/ Sediment Controls Training)
PW# 3-14096 (PERMIT# 02-042279) 1460 WABASH ST, BWT PACIFIC & ESSEX ST	Residential	0.17 Ac.	0.17	Completed 4/02/04	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-14097 (PERMIT# 03-109880) PECOS POINT 100' S/O SUNCREST AV	Residential	0.34 Ac.	0.34	Approved 3/09/04 (Grading Completed)	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-14161 (PERMIT# 04-100178) SOUTHEAST CORNER OF WILLOWBRAE AV & WILLOW OAKS DR	Residential	1.99 Ac.	1.5	Approved 3/26/04 (Under Construction)	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-14198 (PERMIT# 04-104521) N/S OF METCALF RD APPROX. 100 FT E/O HIGHWAY 101	Residential	264 Ac	44	Approved 6/9/04 (Under Construction)	Housekeeping Only --EC Plans Not Required	Planning/grading permits, ECP project site specific meeting with the applicant
PW# 3-14390 (PERMIT# 03-120917) N/S OF ABORN RD, 1950 FEET E/O VINE AV	Residential	14.8 Ac.	8	Approved 3/25/04 (Grading Completed)	Housekeeping Only -EC Plans Not Required	Planning/grading permits, ECP project site specific meeting with the applicant
PW# 3-14457 (PERMIT# 03-112920) ZANKER RD (E/S) HWY 237 (N/S)	Commercial	6.20 Ac.	6.2	Approved 8/29/03 (Completed)	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-14622 (PERMIT# 02-048083) NORTH OF FLEMING AV APPROX. 880 FT EASTERLY OF	Residential	3.66 Ac.	3.66	Completed 5/10/04	Housekeeping Only --EC Plans Not Required	Planning/grading permits, ECP project site specific

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ROMEO AV						meeting with the applicant
PW# 3-14679 (PERMIT# 01-453157) LENZEN AV (S/S), 250 W/O STOCKTON AV	Residential	0.52 Ac.	0.52	Approved 10/20/03 (Under Construction)	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-14806 (PERMIT# 03-111675) SW/C OF NORTHRUP ST & HWY 280	Residential	0.72 Ac.	0.72	Approved 9/03/03 (Under Construction)	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-14851 (PERMIT# 03-105163) BONITA AV, E/S NORTH OF HERALD AV	Residential	1.37 Ac.	1.37	Approved 8/26/03 (Under Construction)	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-14871 (PERMIT# 02-055196) SW/C OF SOUTH KING RD & VIRGINIA PL	Commercial	0.71 Ac.	0.71	Completed 5/25/04	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-14906 (PERMIT# 02-048824) 1594 VIA CAMPAGNA	Residential	0.60 Ac.	0.60	Approved 6/18/04 (Completed)	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-14974 (PERMIT# 03-118235) SE/C OF S. 3RD ST & MARGARET ST	Residential	1.20 Ac.	1.20	Approved 3/09/04 (Under Construction)	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-15064 (PERMIT# 01-453190) HILLSDALE & HILLCAP SW/C	Industrial	2.09 Ac.	2.09	Approved 8/15/03 (Grading Completed)	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-15131 (PERMIT# 03-124743) NW/C OF STOCKTON AV & CINNABAR ST	Residential	4.09 Ac.	4.09	Approved 12/01/03 (Under Construction)	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-15131 (PERMIT# 03-126784) NW/C OF STOCKTON AV & CINNABAR ST	Residential	4.09 Ac.	4.09	Approved 2/05/04 (Under Construction)	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-15135 (PERMIT# 03-128678) WEST SIDE OF BIRD AV APPROX. 50 FT SOUTHERLY OF W VIRGINIA ST	Residential	1.38 Ac.	1.38	Approved 5/20/04 (Under Construction)	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-15136 (PERMIT# 03-112007) E/S 2ND ST 110' SO OF SANTA CLARA ST	Commercial	1.04 Ac.	1.04	Approved 2/04/04 (Under Construction)	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-15141 (PERMIT# 03-108183) NORTH SIDE OF HILLSDALE AV APPROX. 600 FT EASTERLY OF MOUNTAIN SPRING DR	Residential	0.90 Ac.	0.90	Approved 4/23/04 (Under Construction)	Housekeeping Only--EC Plans Not Required	Planning/grading permits, ECP, applicant (developer/contractors attend PW Erosion/ Sediment Controls Training)
PW# 3-15209 (PERMIT# 03-114880) SW/C OF LEWIS RD & WALL ST	Residential	4.31 Ac.	4.31	Approved 7/28/03 (Grading Completed)	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-15308 (PERMIT# 03-106983) EAST SIDE OF SOUTH CYPRESS AV APPROX. 300 FT NORTHERLY OF ADRA AV	Residential	0.23 Ac.	0.23	Approved 11/06/03 (Under Construction)	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-15362 (PERMIT# 02-038015) S/S OF	Commercial-	3.86 Ac.	3.86	Approved 6/30/04	Housekeeping Only -EC Plans Not	Planning/grading permits,

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TULLY RD (BTWN FRANKLIN MCKINLEY SCHOOL AND TULLY RD FIRE STATION)	Residential			(Under Construction)	Required	Follow SWPPP & BMPs
PW# 3-15650 (PERMIT# 03-126767) EASTSIDE OF FLICKINGER AV APPROX. 600 FT SOUTHERLY OF HOSTETTER RD	Residential	9.17 Ac.	9.17	Approved 1/07/04 (Grading Completed)	Stabilized Construction Entrance, Inlet Protection, Silt Fence, Fiber Rolls	Planning/grading permits, ECP, applicant (developer/contractors attend PW Erosion/ Sediment Controls Training)
PW# 3-15701 (PERMIT# 04-104550) SOUTH SIDE OF STORY Ln AT THE INTERSECTION OF SCHRAMM WY	Residential	0.84 Ac.	0.30	Approved 4/29/04 (Under Construction)	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-15708 (PERMIT# 03-120740) SE/C OF KEYES ST & S. TENTH ST	Commercial	0.45 Ac.	0.45	Approved 6/03/04 (Under Construction)	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-15874 (PERMIT# 03-131089) SE/C OF KEYES & SOUTH 12TH ST.'S	Residential	1.64 Ac.	1.64	Approved 2/25/04 (Under Construction)	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-15887 (PERMIT# 03-113709) NORTHEASTERLY CORNER OF BRANHAM LN EAST & MONTEREY HWY	Residential	5.01 Ac.	5.01	Approved 8/08/03 (Grading Completed)	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-15905 (PERMIT# 02-061351) 3510 AMBRA WY	Residential	0.24	0.24	Approved 6/04/04 (Under Construction)	Housekeeping Only--EC Plans Not Required	Planning/grading permits, ECP, applicant (developer/contractors attend PW Erosion/ Sediment Controls Training)
PW# 3-15994 (PERMIT# 03-115176) SW/C OF CURTNER AV & CUSTER DR	Residential	0.93 Ac.	0.93	Approved 9/18/03 (Under Construction)	Standard BMPs	Planning/grading permits, ECP, applicant (developer/contractors attend PW Erosion/ Sediment Controls Training)
PW# 3-16041 (PERMIT# 03-125768) W/S OF NORTH KING RD APPROX. 250 FT SOUTHERLY OF COMMODORE DR	Residential	5.40 Ac.	5.40	Approved 4/15/04 (Under Construction)	Housekeeping Only--EC Plans Not Required	Planning/grading permits, ECP project site specific meeting with the applicant
PW# 3-16041 (PERMIT# 04-106781) W/S OF NORTH KING RD APPROX. 250 FT SOUTHERLY OF COMMODORE DR	Residential	5.39 Ac.	5.39	Approved 3/24/04 (Under Construction)	Stabilized Construction Entrance, Straw Rolls	Planning/grading permits, ECP project site specific meeting with the applicant
PW# 3-16049 (PERMIT# 03-110816) NE/C OF FLOYD ST & LICK AV	Residential	0.69 Ac.	0.69	Approved 9/23/03 (Under Construction)	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-16111 (PERMIT# 03-119986) EAST SIDE OF COLEMAN AV APPROX. 1,900 FT NORTHERLY OF NEWHALL ST	Commercial	4.90 Ac.	4.90	Approved 12/3/03 (Under Construction)	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-16241 (PERMIT# 03-122165) SOUTH SIDE OF WOODARD RD APPROX. 150 FT EASTERLY OF STARVIEW DR	Residential	0.68 Ac.	0.68	Approved 1/13/04 (Under Construction)	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs

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PW# 3-16363 (PERMIT# 03-108228) WEST SIDE OF SUNOL ST APPROX. 260 FT SOUTH OF AUZERAIS ST	Commercial	2.06 Ac.	2.06	Completed 5/25/04	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-16376 (PERMIT# 03-104255) SOUTHSIDE OF YERBA BUENA RD (SOUTHERN FRINGES OF SIVER CREEK COUNTRY CLUB)	Residential	5 Ac.	5	Approved 8/15/03 (Completed)	Stabilized Construction Entrance, Inlet Protection, Fiber Roll	Planning/grading permits, ECP, applicant (developer/contractors attend PW Erosion/ Sediment Controls Training)
PW# 3-16378 (PERMIT# 03-116953) SE/C OF BROKAW RD & MARTIN AV	Commercial	7.19 Ac.	7.19	Approved 8/29/03 (Grading Completed)	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-16391 (PERMIT# 04-104928) EAST SIDE OF SOUTH CYPRESS AV APPROX. 300 FT NORTHERLY OF JUDRO WY	Residential	0.22 Ac.	0.22	Approved 6/17/04 (Under Construction)	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-16394 (PERMIT# 03-130796) WEST SIDE OF UNION AV, APPROX. 230 FT SOUTHERLY OF WOODARD RD	Commercial	0.57 Ac.	0.57	Approved 4/05/04 (Under Construction)	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-16447 SOUTH SIDE OF QUIMBY RD, APPROX. 1,700 FT EASTERLY OF RUBY AV	Residential	13 Ac.	13	Approved 8/4/03 (Grading Completed)	Stabilized Construction Entrance, Inlet Protection, Hydroseeding, Straw Bale Berm, Sediment Roll	Planning/grading permits, ECP, applicant (developer/contractors attend PW Erosion/ Sediment Controls Training)
PW# 3-16451 (PERMIT# 03-118466) NE/C OF RINGWOOD AV & CONCOURSE DR	Commercial	9.37 Ac.	9.37	Approved 10/6/03 (Under Construction)	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-16514 (PERMIT# 04-101057) NE/C OF HILLSDALE AV & ROSS AV	Commercial	0.79 Ac.	0.79	Approved 2/25/04 (Under Construction)	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-16552 (PERMIT# 04-106382) SW/C OF N. CAPITOL AV & BATON ROUGE DR	Residential	3.40 Ac.	3.4	Approved 4/20/04 (Under Construction)	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-16553 (PERMIT# 03-120069) SE/C OF NAGLEE & PARK AV	Commercial	0.73 Ac.	0.73	Approved 11/26/03 (Under Construction)	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-16562 (PERMIT# 03-110804) NORTH SIDE OF FOWLER RD, 1800' EASTERLY OF RUBY AV	Residential	5.70 Ac.	5.7	Approved 8/06/03 (Grading Completed)	Housekeeping Only -EC Plans Not Required	Planning/grading permits, ECP, applicant (developer/contractors attend PW Erosion/ Sediment Controls Training)
PW# 3-16562 (PERMIT# 04-102470) N/S OF FOWLER RD, 1800' E/O RUBY AV	Residential	4.37 Ac.	4.37	Approved 3/11/04 (Under Construction)	Stabilized Construction Entrance, Straw Wattles, Inlet Protection, Straw Blanket, Straw Mulch	Planning/grading permits, ECP project site specific meeting with the applicant
PW# 3-16564 (PERMIT# 04-102830) NORTHERLY SIDE OF WABASH ST APPROX	Residential	0.17 Ac.	0.17	Approved 6/22/04 (Under	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs

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380 FT WESTERLY OF ESSEX ST				Construction)		
PW# 3-16566 (PERMIT# 03-120133) N/S OF ABORN RD APPROX. 1000 FT EAST OF ALTAMARA AV	Residential	23 Ac.	23	Approved 11/7/03 (Under Construction)	Housekeeping Only-EC Plans Not Required	Planning/grading permits, ECP project site specific meeting with the applicant
PW# 3-16578 (PERMIT# 04-104960) NW/C OF MERIDIAN AV & WEST SAN CARLOS ST	Commercial	0.39 Ac.	0.39	Approved 5/05/04 (Under Construction)	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-16603 (PERMIT# 03-123943) APPROX. 1,020 FT (S/O) LEYLAND DR ON WOODED LAKE DR (N/S) OF WOODED LAKE DR	Residential	0.39 Ac.	0.39	Approved 12/16/03 (Under Construction)	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-16607 (PERMIT# 04-104134) 240 N MONTGOMERY ST	Commercial	0.35 Ac.	0.35	Approved 5/27/04 (Under Construction)	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
PW# 3-16621 (PERMIT# 04-106989) EAST SIDE OF SOUTH 21ST ST, APPROX. 300 FT SOUTHERLY OF EAST SANTA CLARA ST	Residential	0.18 Ac.	0.18	Approved 4/28/04 (Under Construction)	Standard BMPs	Planning/grading permits, Follow SWPPP & BMPs
<b>Public Projects</b>						
PW# 3-12241(A) PERMIT# 02-043330 E/S OF WINFIELD BLVD BETWEEN ALMADEN LAKE DR AND ALAMITOS CREEK	Public Street Improvement	28,648 sf	0.66	Completed 12/5/03	Standard BMPs	Follow BMPs
Silver Creek Pipeline	Recycle Water Line	4.24 Ac	4.24 Ac	Completed	Sandbags, straw waddles, inlet filters	SWPPP
<b>Department of Public Works, Engineering Services Division</b>						
<b>Public Projects</b>						
None						
<b>Department of Public Works, Parks and Recreation Facilities Division</b>						
<b>Public Projects</b>						
Tully Road Ball Park Ph. 3	Recreational	15 Ac	14 Ac	Phase 1 and 2 Construction Complete.	SWPPP in place – storm water controls, material protection, storage, cleaning, erosion and sediment controls, soil stabilization, post construction water management, waste management, maintenance, training.	SWPPP
Gardner Community Center	Recreational	5.5 Ac	50,0000	Under Construction	SWPPP in place – storm water controls, material protection, storage, cleaning, erosion and sediment controls, soil stabilization, post construction water management, waste management, maintenance, training	SWPPP
Camden Community Center	Recreational	10 Ac	3.3 Ac	Under Construction	SWPPP in place – storm water controls, material protection, storage, cleaning,	SWPPP

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					erosion and sediment controls, soil stabilization, post construction water management, waste management, maintenance, training	
William Cilker Park	Recreational	2 Ac	2.0 Ac	Completed	Construction complete – notice of termination to be filed	SWPPP
Guadalupe River Reach 12 Trail	Recreational	4.6 Ac	4.6	Construction Complete	Construction complete – notice of termination filed	SWPPP
San Thomas Aquino/Saratoga Creek Trail Reach 6	Recreational	27 Ac	2 Ac	Under Construction	SWPPP in place – storm water controls, material protection, storage, cleaning, erosion and sediment controls, soil stabilization, post construction water management, waste management, maintenance, and training.	SWPPP
Guadalupe River Trail at Almaden Lake	Recreational	3.9 Ac	3.9 Ac	Construction Complete	Construction Complete – notice of termination to be filed	SWPPP
Prusch Park Perimeter Landscaping	Recreational	1.75 Ac	1.75 Ac	Construction Complete	Construction complete – notice of termination filed	SWPPP
Edenvale Garden Park	Recreational	1 Ac	1 Ac	Construction Complete	Construction complete – notice of termination to be filed	SWPPP
<b>Department of Public Works, Architectural Engineering Division</b>						
<b>Public Projects</b>						
Berryessa Branch Library	Library	2.54 Ac	2.45 Ac	Construction Complete.	Construction complete – notice of termination to be filed	SWPPP
Tully Branch Library	Library	2.0 Ac	1.95 Ac	Under Construction	SWPPP in place – storm water controls, material protection, storage, cleaning, erosion and sediment controls, soil stabilization, post construction water management, waste management, maintenance, training	SWPPP
Alum Rock Library	Library	1.75 Ac	1.75 Ac	Under Construction	SWPPP in place – storm water controls, material protection, storage, cleaning, erosion and sediment controls, soil stabilization, post construction water management, waste management, maintenance, training	SWPPP
Rose Garden Branch Library	Library	0.55 Ac	0.55 Ac	Under Construction	SWPPP in place – storm water controls, material protection, storage, cleaning, erosion and sediment controls, soil stabilization, post construction water management, waste management, maintenance, training	SWPPP
Almaden Community Center and Branch Library	Library	5.66 Ac	4.5 Ac	Under Construction	SWPPP in place – storm water controls, material protection, storage, cleaning,	SWPPP



<b>PROJECT NAME</b>	<b>PROJECT TYPE</b>	<b>SITE SIZE (AC OR S.F.)</b>	<b>AREA OF LAND DISTURBED (AC)</b>	<b>PROJECT STATUS</b>	<b>STORM WATER CONTROL MEASURES INCLUDED IN PROJECT</b>	<b>REQUIREMENT MECHANISM</b>
					erosion and sediment controls, soil stabilization, post construction water management, waste management, maintenance, training	
<b><i>San José Redevelopment Agency</i></b>						
<b>Public Projects</b>						
Pellier Park (no site address yet)	Residential	0.77	0.77	Approved	Standard Construction Best Management Practices (BMPS) including sediment and erosion control	Inlet filters

## Standard Specifications, Section 10-2

**Section 10, "Dust Control,"** of the City of San José Standard Specifications (page 10-1) shall have Section 10-2, "Storm Water Pollution Prevention," added as shown below and will only be applicable to any construction activity that involves **one acre or more of Total Area to be Disturbed**. For projects involving linear construction (such as installation of sewer pipeline and conduits), the following formula may be used to calculate the total area to be disturbed including the trenching activity:

$$\text{Total Area to be Disturbed} = [(A + B) \times C] + D + E$$

A = Width of disturbance (including trench width)

B = Immediate access width

C = Length of pipe diameter

D = Areas of project-related activity (such as equipment and material storage) occur

E = Number of bore holes x (Bore hole diameter + 'B')

### 10-2 STORM WATER POLLUTION PREVENTION

**10-2.01 Plan Preparation and Compliance.** – The Contractor shall conform to Section 7-1.01 G, "Water Pollution," of the City of San Jose Standard Specifications and these Special Provisions. |

Within thirty (30) calendar days after execution of the contract, the Contractor shall submit a Storm Water Pollution Prevention Plan (SWPPP) and a draft of the Notice of Intent (NOI) to be filed by the City with the California State Water Resources Control Board (SWRCB). The annual permit fee(s) shall be paid by the City.

The SWPPP shall conform to Provisions in Section 7-1.01G, "Water Pollution," of the Standard Specifications, the details, operating procedures, and maintenance guidelines of the California Regional Water Quality Control Board San Francisco Bay Region's "Guidelines for Construction Projects" (Guidelines), the California Regional Water Control Board San Francisco Bay Region's "Erosion and Sediment Control Field Manual" (Manual), the project plans and these Special Provisions. Upon the Engineer's review and acceptance of the SWPPP, the SWPPP shall be deemed to fulfill the requirements set forth in Section 7-1.01G of the Standard Specifications for development and submittal of a Water Pollution Control Program.

The Notice to Proceed may be withheld until the Engineer has reviewed and accepted the SWPPP, the State Notice of Intent has been filed, and a NOI receipt letter is received from the SWRCB authorizing coverage of this project under the Construction Activity General Permit.

**10-2.02 Construction Requirements.** – The Contractor shall implement and maintain the SWPPP for the project in full compliance with the revised state regulations to control the discharge of storm water pollutants. The Contractor shall provide the monitoring or reporting required to comply with all the state regulations regarding the SWPPP for the project.

**10-2.02A Storm Water Pollution Prevention Plan.** – The SWPPP shall identify construction activities that may adversely affect the quality of storm water discharges associated with the project and shall identify water pollution control measures, hereinafter referred to as control measures, to be constructed, implemented, and maintained in order to reduce, to the maximum extent feasible, storm water discharges from the construction site both during and after construction is completed under this contract.

The Contractor shall amend the SWPPP, graphically and in narrative form, whenever there is a change in construction activities or operations which may affect the discharge of significant quantities of pollutants to surface waters, ground waters, municipal storm drain systems or when deemed necessary by the Engineer. The SWPPP shall be amended if, at any time, the implementation of the SWPPP is not effectively achieving the objective of maximum feasible reduction of pollutants in storm water discharges. Amendments shall show additional control measures or revised operations, including those in areas not shown in the initial SWPPP, which are required on the project to control water pollution effectively. Amendments to the SWPPP shall be dated and logged in the SWPPP and submitted to the Engineer within five (5) working days. Upon the Engineer's review and acceptance of the amendment, the Contractor shall implement the additional control measures or revised operations. In emergency situations that require immediate changes at the project site, the Contractor shall implement the necessary measures and notify the Engineer of the changes.

The Contractor shall give immediate notice to the Engineer of any planned changes in construction activity that may result in non-compliance with these Special Provisions.

By the last day of each month, the Contractor shall submit an affidavit to the Engineer certifying conformance with the SWPPP. The monthly partial payment may be withheld if the affidavit is not received and accepted by the Engineer. If at any time the project is in non-compliance with the SWPPP, the Contractor shall submit a written report to the Engineer within two (2) days of identifying the non-compliance. The report shall specify the time and nature of the non-compliance and include a course of action to correct the deficiency.

The Contractor shall keep a copy of the State of California Construction Activity General Permit (SWRCB Order No. 99-08-DWQ), the SWPPP, and any approved amendments at the project site. The SWPPP shall be made available upon request of any representative of the Regional Water Quality Control Board, State Water Resources Control Board, United States Environmental Protection Agency, or any City representative. Public requests for copies of the SWPPP shall be directed to the Engineer.

**10-2.02B Erosion and Sediment Control.** – The facilities shown on the SWPPP are designed to control erosion and sediment during the Rainy Season, from October 15 to April 15. Facilities are to be operable prior to October 1 of each year (hereinafter "Rainy Season"). During the Non-Rainy Season, from April 16 to October 14 (hereinafter "Non-Rainy Season"), the Contractor shall use effective Best Management Practices (BMPs) at the project site.

- (1) Construction operations shall be carried out in such a manner that erosion and water pollution will be minimized. Contractor shall comply with state and local laws concerning pollution abatement.
- (2) Contractor shall be responsible for monitoring erosion and sediment control measures prior, during, and after storm events.
- (3) Reasonable care shall be taken when hauling any earth, sand, gravel, stone, debris, paper, or any other substance over any public street, alley or other public place. Should any material blow, spill, or track over and upon said public or adjacent private property, immediate remedy shall occur.
- (4) Inlet protection shall be installed at open inlets to prevent sediment from entering the storm drain system. Inlets not used in conjunction with erosion control are to be blocked to prevent entry of sediment.
- (5) During the Rainy Season, all paved areas shall be kept clear of earth material and debris. The site shall be maintained so as to minimize sediment-laden runoff to any storm drainage system, including existing drainage swales and watercourses.
- (6) Contractor shall install and maintain construction entrances prior to commencement of grading. All construction vehicle traffic entering onto the paved roads must cross stabilized construction entrance ways. Entrance ways may be constructed of two-inch to six-inch drain rock, metal grating, or metal cattle-guard, or equivalent material, or may include vehicle wash stations as needed, in sufficient quantity and size to prevent tracking of mud and debris from the construction site. Any mud or debris tracked onto public streets, or onto adjacent public or private property, shall be removed immediately as required by the City.
- (7) Grading operations during the Rainy Season which leave denuded slopes shall be protected with erosion control measures immediately following grading on the slopes. If hydroseeding is not used or is not effective by October 10, then other immediate methods shall be implemented, such as erosion control blankets, blown straw, or a three-step application of 1) seed, mulch, fertilizer, 2) blown straw, and 3) tackifier and mulch.
- (8) Sanitary facilities shall be maintained on the site in a manner to prevent inadvertent discharge or leakage of sanitary wastes into the storm drain system either by placing sanitary facilities in locations that do not drain to the storm drain system or by providing secondary containment systems to capture leaked wastes.
- (9) Contractor shall provide dust control as required by the appropriate federal, state and City requirements and Section 10, "Dust Control," of the City of San Jose Standard Specifications.

The erosion and sediment control plan may not cover all the situations that may arise during construction due to unanticipated field conditions. Variations and additions may be made to the plan in the field. Notify the City Representative of any field changes.

**10-2.03 Maintenance.** – The SWPPP shall include a plan for maintenance that shall include at a minimum:

- (A) Immediate repair of damage caused by soil erosion or construction.
- (B) Inspection of sediment traps, berms, rills, gullies, and swales after each storm event and repair or cleaning as needed.

- (C) Removal of sediment from sediment traps and restoration to original dimensions when sediment has accumulated to a depth of one foot. Sediment removed from trap shall be deposited in a suitable area and in such a manner that it will not erode.
- (D) Regular cleaning of gravel bag inlet protection so that sediment depth never exceeds a maximum of three inches.

**10-2.04 Payment.** – Payments for Storm Water Pollution Prevention will be made as follows:

- (A) When the monthly partial payment estimate of the amount earned, not including the amount earned for Storm Water Pollution Prevention, is 5 percent or more of the original contract amount, 20 percent of the contract item price for Storm Water Pollution Prevention will be included in said estimate for payment.
- (B) When the monthly partial payment estimate of the amount earned, not including the amount earned for Storm Water Pollution Prevention, is 10 percent or more of the original contract amount, 30 percent of the contract item price for Storm Water Pollution Prevention less all previous payments will be included in said estimate for payment.
- (C) When the monthly partial payment estimate of the amount earned, not including the amount earned for Storm Water Pollution, is 20 percent or more of the original contract amount, 40 percent of the contract item price for Storm Water Pollution Prevention less all previous payments will be included in said estimate for payment.
- (D) When the monthly partial payment estimate of the amount earned, not including the amount earned for Storm Water Pollution Prevention, is 50 percent or more of the original contract amount, 60 percent of the contract item price for Storm Water Pollution less all previous payments will be included in said estimate for payment.
- (E) When the monthly partial payment estimate of the amount earned, not including the amount earned for Storm Water Pollution Prevention, is 90 percent or more of the original contract amount, 90 percent of the contract item price for Storm Water Pollution Prevention less all previous payments will be included in said estimate for payment.
- (F) After acceptance of the contract pursuant to Section 7-1.17, "Acceptance of Contract," the amount, if any, of the contract item price for Storm Water Pollution Prevention in excess of 10 percent of the original contract amount will be included for payment in the first estimate made in accordance with said Section 9-1.07.

The contract lump sum price paid for Storm Water Pollution Prevention shall include full compensation for furnishing all labor, materials, tools, equipment, and incidentals, and for doing all the work involved in Storm Water Pollution Prevention as specified herein. Measurement and payment shall be as specified in the project's Technical Specifications.

The City will not pay for erosion and sediment control items that are required due to the Contractor's negligence, carelessness, failure to properly install controls, or failure to abide by the provisions of the SWPPP, the Standard Specifications and these Special Provisions. The Contractor shall install such work at no expense to the City.

All penalties from regulatory agencies attributable to the Contractor as a result of the Contractor's negligence, carelessness, failure to properly install controls, or failure to abide by

the provisions of the SWPPP, the Standard Specifications and these Special Provisions shall be paid at Contractor's sole expense.

If the contract is extended to the next Rainy Season due to unanticipated field conditions and not due to Contractor's fault, payments will be made under a revocable item. Measurement and payment shall be as specified in the project's Technical Specifications.

**Section 20-5, "Erosion Control,"** of the Standard Specifications (page 20-5) shall have the following added:

**20-5.06 Temporary Erosion and Sediment Control.** – Temporary erosion and sediment control within the total project shall conform to the Provisions in Section 20-5, "Erosion Control," of the Standard Specifications, these Special Provisions and the Plans.

The Contractor's attention is directed to Section 10-2, "Storm Water Pollution Prevention," of these Special Provisions.

Temporary erosion and sediment control work shall consist of applying erosion control materials to embankment slopes, excavation slopes and other areas designated on the plans, installing silt fence, inlet protection, gravel bags, headwall protection and stabilized construction entrance ways.

**Measurement and Payment.** – Full compensation for "Temporary Erosion and Sediment Control" shall be considered as included in the contract lump sum price for Storm Water Pollution Prevention (Section 10-2 of these Special Provisions) and no separate payment shall be made therefore.

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## 6. PSR: Public Streets, Roads, & Highways

### 6.A PSR Work Plan Self Evaluation Matrix

ITEM No.	ACTIVITY	COMPLIANCE DATE	FY 03-04 STATUS	RESPONSIBLE PARTY
<b>PSR 1</b>	<b>Implementation of BMPs</b> The City of San José will implement Best Management Practices (BMPs) for street, road, and highway operation and maintenance (O&M) activities to reduce pollutants in storm water and eliminate illicit discharges to the maximum extent practicable.			
PSR 1.A.	Identify BMPs currently used by staff as well as areas where BMPs still need to be developed per baseline model.	Done	Done, prior to FY 02-03.	DOT, ESD
PSR 1.B.	Audit areas beyond the scope of the baseline model.	Done	Done, prior to FY 02-03.	DOT, ESD
PSR 1.C.	Develop additional BMPs based on audit results as needed.	Done	Done, prior to FY 02-03.	DOT, ESD
PSR 1.D.	Develop SOPs based on BMPs.	Done	Done, prior to FY 02-03.	DOT, ESD
PSR 1.E.	Create plan to integrate BMPs and SOPs into training program.	Done	Done, prior to FY 02-03.	DOT, ESD
PSR 1.F.	Deleted	Deleted	Deleted, prior to FY 02-03.	DOT, ESD
PSR 1.G.	Update BMPs as indicated.	Annually	Done. During DOT annual training, conducted in May 2004, BMPs were reviewed - no updates were found to be necessary. The list of BMPs reviewed included: <ol style="list-style-type: none"> <li>1. SOP &amp; BMP Annual Effectiveness Reviews</li> <li>2. Catch Basic Cleaning</li> <li>3. Spill Response</li> <li>4. Infrastructure Maintenance Storm Drain System Problem Area Reporting</li> <li>5. Street Sweeping</li> <li>6. Resurfacing, Sealing, &amp; Patching</li> <li>7. Sawcutting</li> <li>8. Pavement Marking and Legend Removal</li> <li>9. Landscape Chemical Application</li> <li>10. Roadway Irrigation System Repair.</li> </ol>	DOT, ESD
<b>PSR 2</b>	<b>Contractor Use of BMPs</b> The City of San José will develop & implement a process to ensure that contractors employed to perform street, road, & highway O&M activities use appropriate BMPs adopted by the agency.			
PSR 2.A.	Contract managers for public street, road, and highway O&M contracts will be trained on related storm water BMPs annually.	Done FY 02-03 Annually	Done, began in FY 02-03. Training was conducted for DOT contract managers in December 2003. The City received no complaints regarding contractors conducting PSR O&M activities for the City.	DOT, ESD

ITEM No.	ACTIVITY	COMPLIANCE DATE	FY 03-04 STATUS	RESPONSIBLE PARTY
PSR 2.B	Investigate the development of standard contract language for PSR maintenance activities.	6/30/04	Done. During contract manager training, the development of standard contract language for PSR & SDO maintenance activities was investigated. Contract managers would like to see general stormwater language in contracts and purchase orders. Implementing the suggested changes to contract and purchase order language will begin in FY 04-05.	DOT, ESD
<b>PSR 3</b>	<b>City Staff Annual Training</b> The City of San José will provide annual training to its municipal staff in the use of appropriate BMPs. The City will also provide a mechanism for obtaining feedback from staff on the implementation and effectiveness of the BMPs and Control Measures.			
PSR 3.A.	Identify training goals by reviewing level of use of BMPs by staff.	Done	Done, prior to FY 02-03.	DOT, ESD
PSR 3.B.	Identify training opportunities.	Annually	Done. Training opportunities were identified in April 2004.	DOT, ESD
PSR 3.C.	Create training modules for affected City staff and contractors formatted for available training opportunities.	Done FY 01-02	Done, FY 01-02.	DOT, ESD
PSR 3.D.	Create collateral material based on training modules.	Done FY 01-02	Done, FY 01-02.	DOT, ESD
PSR 3.E.	Schedule training with affected supervisors. Improve the focus of the training on the specific BMPs used by a section.	Annually	Done. Training for maintenance personnel was scheduled with the DOT crew supervisors in May 2004. The training classes were scheduled by section. However, in order to reach as many staff as possible, they can attend whichever class fits best into their individual schedule. So, at the beginning of each class the trainer asks staff present which sections they are from and tailors the training to those present.  Even with the above approach, the evaluations received from this year's training indicate that the training could be modified even more to better fit the DOT electrician staff needs. A new training module will be written specifically for DOT electrician staff in FY 04-05.	DOT, ESD
<b>PSR 4</b>	<b>Notification of Public Agencies</b> The City of San José will inform other parties (e.g., CalTrans, the County of Santa Clara, and public utilities) conducting street, road, and highway O&M activities within its jurisdiction of the requirements to implement BMPs and Control Measures to reduce pollutants in storm water to the maximum extent practicable and eliminate illicit discharges.			
PSR 4.A.	Identify conditions under which another agency will be notified of City O&M operations.	Done	Done, prior to FY 02-03. The City notifies other agencies conducting street, road, and highway O&M activities within our jurisdiction of the requirements to implement BMPs and Control Measures on a complaint driven basis. When a complaint is received, an Environmental Enforcement Inspector investigates the complaint and educates the agency on	ESD

ITEM No.	ACTIVITY	COMPLIANCE DATE	FY 03-04 STATUS	RESPONSIBLE PARTY
			proper BMPs and Control Measures; a citation would be issued if necessary. No citations were issued in FY 03-04 to other agencies conducting PSR O&M activities in the City's jurisdiction.	
PSR 4.B.	Draft notification procedure.	Deferred	Deferred	ESD
PSR 4.C.	Review and comment from internal and external stakeholders.	Deferred	Deferred	ESD
PSR 4.D.	Distribute final policy to internal & external organizations & agencies.	Deferred	Deferred	ESD
<b>PSR 5</b>	<b>BMP Effectiveness Reviews</b> As part of the annual review process, the City of San José will review and evaluate the effectiveness of its BMPs in reducing pollutants in storm water and eliminating illicit discharges.			
PSR 5.A.	Draft procedure for annual effectiveness reporting, including sub-procedures for gathering feedback from affected supervisors and for modifications to BMPs & SOPs as necessary.	Done FY 01-02	Done, FY 01-02.	DOT, ESD
PSR 5.A.1.	Review Procedures for annual effectiveness evaluation. Consider obtaining feedback from supervisors on how to assess BMP effectiveness and the use of training sessions with staff as an opportunity to evaluate BMPs and SOPs.	6/04 Annually	Done. The annual DOT Stormwater BMP/SOP training was conducted in May 2004.  Both DOT crews and supervisors attended the training conducted in May. PSR & SDO BMPs and SOPs were reviewed and feedback was requested during the training sessions. Written evaluations for the training were also distributed. Feedback received from both sources indicated that the BMPs/SOPs are effective and no modifications were necessary in FY 03-04.  See 6.B PSR Program Evaluation for the summary of training evaluation data.	DOT, ESD
PSR 5.B.	Review and comment on draft procedure from stakeholders.	Done FY 01-02	Done, FY 01-02.	DOT, ESD
PSR 5.C.	Distribute final procedure to stakeholders.	Done FY 01-02	Done, FY 01-02.	DOT, ESD
<b>PSR 6</b>	<b>Rural Public Works Maintenance and Support Activities</b> The goal of the Rural Public Works Performance Standard is to minimize the water quality impacts resulting from public works maintenance and support activities in rural areas.			
PSR 6.A.	Identify rural public works facilities that are under City of San José jurisdiction.	6/30/03	Done, FY 02-03. The initial list of rural public works facilities under the jurisdiction of the City of San José was compiled to include the largest City parks, which were reviewed for the following criteria:  1. Not serviced by an integrated municipal storm drain system; and  2. Not serviced by curbs and gutters; and  3. Contains roads or trails that are intended to be	ESD, PRNS, DOT, GS



ITEM No.	ACTIVITY	COMPLIANCE DATE	FY 03-04 STATUS	RESPONSIBLE PARTY
			<p>passable for a maintenance vehicle (i.e. 1/2 ton pick up truck or larger)</p> <p>Activity reworded in 04-05 Work Plans for clarity: "Identify City-owned properties that are applicable under the RPW performance standard."</p>	
PSR 6.A.1	Explore the possibility of using GIS information to identify additional applicable facilities, if any.	6/04	<p>Done, FY 03-04. To be re-evaluated in 05-06.</p> <p>The feasibility of using GIS information to identify additional applicable facilities was explored in FY 03-04. At this time, the City's GIS database does not contain the necessary information to support identifying additional RPW facilities. Relevant GIS layers are undergoing update, but the work has slowed due to budget constraints.</p>	
PSR 6.B.	Develop or adapt Standard Operating Procedures (SOPs) and Best Management Practices (BMPs) for rural public works activities.	12/31/03	<p>Done, FY 03-04. RPW SOPs were developed (both new and adapted from DOT SOPs) in December 2003. Final approval of RPW SOPs was received from DOT, PRNS, &amp; ESD in June 2004. SOPs were distributed to affected supervisors.</p>	PRNS, GS, DOT, ESD
PSR 6.C.	Provide annual training on appropriate SOPs/BMPs to City staff that perform rural public works operations & maintenance activities.	3/31/04	<p>Done, FY 03-04 and Annually thereafter. Training on the RPW SOPs developed in December 2003 was conducted in March 2004 for City PRNS staff conducting RPW O&amp;M activities.</p>	PRNS, GS, DOT, ESD
PSR 6.D.	Through contract specifications, require contractors hired by the City to use appropriate SOPs/BMPs when performing rural public works construction or maintenance.	6/30/05	N/A	PRNS, GS, DOT, ESD
PSR 6.E.	Annually conduct an evaluation of the effectiveness of the rural public works program, report the results in the Urban Runoff Annual Report. Identify items for continuous improvement.	Begin w/ FY 03-04 Annually	<p>The RPW BMPs and SOPs were completed in December 2003 and the first training was conducted in March 2004. Feedback was requested during the training, and evaluations were distributed. The feedback indicated that no modifications to the BMPs/SOPs were necessary. See 6.B PSR Program Evaluation for the summary of training evaluation data.</p>	PRNS, GS, DOT, ESD

## 6.B PSR Program Evaluation

ITEM No.	ACTIVITY	FY 03-04 EVALUATION	CHANGES FOR FY 04-05 (IF APPLICABLE)
PSR 3	Annual training of municipal staff in the use of appropriate BMPs. Provide a mechanism for obtaining feedback from staff on the implementation and effectiveness of the BMPs and Control Measures.	<p>Annual municipal staff training was held in May 2004 for the PSR and SDO program elements.</p> <p>Participants were given an evaluation form to fill out. Of the 199 staff that participated in the training, 111 evaluations were completed and returned. Results of the completed evaluations indicate that:</p> <ul style="list-style-type: none"> <li>➤ 88% thought that the training subjects taught are appropriate to their work</li> <li>➤ 82% thought that the BMPs/SOPs described match their work practices</li> <li>➤ 88% thought that the training adequately described the relationship of BMPs/SOPs to compliance with the City's Stormwater NPDES permit</li> <li>➤ 89% thought that the training adequately explained how they, City staff, can help the City maintain compliance with the Stormwater NPDES permit</li> </ul> <p>Comments on the evaluations received from this year's training indicate that the training could be modified to better fit the DOT electrician staff needs.</p>	A new training module will be written specifically for DOT electrician staff in FY 04-05.
PSR 5	Annually the City will review and evaluate the effectiveness of its BMPs in reducing pollutants in stormwater and eliminating illicit discharges.	<p>BMP effectiveness is evaluated using staff feedback gathered from training sessions. See evaluation above.</p> <p>The City received no complaints regarding contractors conducting PSR O&amp;M activities for the City.</p> <p>The City conducts an extensive Street Sweeping program. The program includes the sweeping of the Central Business District; Arterials, Collectors, and Bicycle Lanes; and Residential streets. Due to budget constraints, the residential street sweeping returned to a once per month frequency in January 2004. This followed 18 months of implementing the program at 2 sweeps per month. Concurrently with the frequency reduction, the area in which parking restrictions are enforced was broadened from 80 to 120.3 curb miles. The intent was to maximize the cost effectiveness of the program.</p>	No changes anticipated in FY 04-05.

ITEM No.	ACTIVITY	FY 03-04 EVALUATION	CHANGES FOR FY 04-05 (IF APPLICABLE)
		In FY 03-04 Approximately 11,404 tons of material was collected during all street sweeping operations.	
PSR 6	Annually conduct an evaluation of the effectiveness of the Rural Public Works program.	<p>FY 03-04 was the first year for implementing this performance standard so activities were focused on development SOPs and training modules. The first training was held in March 2004, with nearly half of the targeted staff attending. Participants were generally positive about the content and relevance of the training session. Of the 24 staff that participated in the training, 22 evaluations were completed and returned. Results of the completed evaluations indicate that:</p> <ul style="list-style-type: none"> <li>➤ 90% thought that the training subjects taught are appropriate to their work</li> <li>➤ 95% thought that the BMPs/SOPs described match their work practices</li> <li>➤ 95% thought that the training adequately described the relationship of BMPs/SOPs to compliance with the City's Stormwater NPDES permit</li> <li>➤ 95% thought that the training adequately explained how they, City staff, can help the City maintain compliance with the Stormwater NPDES permit</li> </ul> <p>The entrance to Alum Rock Park was reconstructed. This was a construction site less than one acre. The appropriate construction BMPs for this category of construction site were required. A Public Works Park Facility Inspector was assigned to the site. The site was monitored to ensure that appropriate BMPs were implemented. Straw waddles were used on the side of the construction site along the creek, gravel bags were placed around storm drains, and wet sweeping was conducted at the project site.</p>	Ensure that training is scheduled during periods when Parks staffing can accommodate attendance at a training session and coverage of routine duties.

## 6.C PSR Response to Water Board Comments

ITEM REFERENCE	WATER BOARD COMMENTS	SAN JOSE RESPONSE	CHANGES FOR FY 04-05 (IF APPLICABLE)
	<p>From Program Evaluation Report, Tetra Tech, Inc, January 2004:</p> <p>The City's performance standards for operation and maintenance of public streets, roads and highways, and storm drain system lack quantifiable targets.</p> <p>The City has developed five performance standards each for public streets, roads and highways and storm drain system O&amp;M. These performance standards are primarily broad descriptions of practices (e.g., "the City will implement BMPs to reduce pollutants to the maximum extent practicable" and "City will implement a process to ensure that contractors employed to perform O&amp;M activities use appropriate BMPs").</p> <p>The City should develop performance standards that include specific activities and are quantifiable. For example, the City has committed to inspecting and cleaning all inlets/catch basins every year, with problem areas cleaned more than once a year, yet this commitment is not included in the performance standards. The City's Industrial performance standards are an example of standards that are more specific and include quantifiable targets.</p>	<p>San Jose's performance standards for these program elements are consistent with those of the countywide Program. San José also reports quantitative information about the performance of both Street Sweeping and Inlet Cleaning in URMP Annual Report. Changes to the performance standard should be considered as part of a countywide process rather than San José specific.</p>	<p>No changes proposed at this time.</p>
	<p>From Program Evaluation Report, Tetra Tech, Inc, January 2004:</p> <p>The City should expand the number of BMPs addressed in their standard operating procedures (SOPs).</p> <p>The Department of Transportation has developed SOPs that address 12 different BMPs, including saw-cut procedures, landscape chemical application, and street sweeping. The City should expand the number of BMPs addressed to also include BMPs such as storm drainage system inspection and cleaning, pothole repairs, detention basin maintenance, water line repairs, painting, and other activities. For examples of maintenance BMPs, see the California Storm water Quality Association's Municipal BMP Handbook (2003) available at <a href="http://www.cabmphandbooks.com">http://www.cabmphandbooks.com</a>. The City of Stockton has also developed a Maintenance</p>	<p>Staff will review SOPs in 04/05 and augment as needed.</p>	<p>Staff will review SOPs in 04/05 and augment as needed.</p>

ITEM REFERENCE	WATER BOARD COMMENTS	SAN JOSE RESPONSE	CHANGES FOR FY 04-05 (IF APPLICABLE)
	Staff Guide to provide guidance to City staff.		

## 6.D PSR Summary Tables / Additional Information

### *Parks Included in the Rural Public Works Performance Standard*

Name of Park	Location	Acreage	Type of Park
Almaden Lake Park	Almaden Expwy & Coleman	64.9	Regional
Alum Rock Park	Alum Rock & Penitencia Creek	718	Regional
Emma Prusch Farm Park	Story & King	43.5	Regional
Guadalupe River Park	Between Hwy 880 and 280 along Guadalupe River in downtown San José	205	Regional
Kelley Park	Senter & Story	138	Regional
Lake Cunningham Park/Raging Waters	Capitol & Tully	202	Regional
Montgomery Hill Park	Yerba Buena & Murillo	59.6	Neighborhood
Overfelt Gardens	Education Park & McKee	32.6	Regional

## 7. SDO: Storm Drain System Operation & Maintenance

### 7.A SDO Work Plan Self Evaluation Matrix

ITEM No.	ACTIVITY	COMPLIANCE DATE	FY 03-04 STATUS	RESPONSIBLE PARTY
<b>SDO 1</b>	<b>O&amp;M BMP Implementation</b> The City of San José will implement best management practices (BMPs) for the storm drain system operation and maintenance (O&M) to reduce pollutants in storm water to the maximum extent practicable. Specific BMPs for each type of O&M activity will be those listed in the City's Work Plan BMPs and Control Measures (Section 3).			
SDO 1.A.	Audit BMPs.	Annually	Done. During annual DOT training, conducted in May 2004, BMPs were reviewed - no updates were found to be necessary. The list of BMPs reviewed included: 1. SOP & BMP Annual Effectiveness Reviews 2. Catch Basic Cleaning 3. Spill Response 4. Infrastructure Maintenance Storm Drain System Problem Area Reporting 5. Street Sweeping 6. Resurfacing, Sealing, & Patching 7. Sawcutting 8. Pavement Marking and Legend Removal 9. Landscape Chemical Application 10. Roadway Irrigation System Repair	DOT, ESD
SDO 1.B.	Implement an annual inspection and cleaning work plan to achieve a Tier 2 level review.	Done Ongoing	Done. DOT schedules and implements the inspection and cleaning schedule annually. To date, the City has been able to achieve a Tier 2 level review with a modified implementation timeframe. In FY 04-05, the City's intent is to continue the Tier 2 level review. However, due to budget constraints, the extended window for implementation of Tier 2 may be needed. In FY 03-04, 27,900 inlets were cleaned between 09/08/2003 and 01/06/2004.	DOT
SDO 1.C.	Create procedure for collecting data on Problem Areas from City field personnel.	Done	Done, FY 01-02	DOT, ESD
SDO 1.D.	Review and revise procedure for collecting data on Problem Areas from City field personnel.	Done FY 01-02	Done, FY 01-02	DOT, ESD
SDO 1.E.	Create plan for coordinating data tracking between ICID & Storm Drain Management System databases. Include analysis of data to identify trends for targeting solutions.	Done FY 01-02	Done, FY 01-02	DOT, ESD

ITEM No.	ACTIVITY	COMPLIANCE DATE	FY 03-04 STATUS	RESPONSIBLE PARTY
SDO 1.F.	Review and revise plan for coordinating data tracking between ICID & Storm Drain Management System databases. Include analysis of data to identify trends for targeting solutions.	Done FY 01-02	Done, FY 01-02	DOT, ESD
SDO 1.G.	Develop SOPs based on BMPs.	Done	Done, 12/00	DOT, ESD
SDO 1.H.	Create any additional required BMPs, including structural controls.	Done	Done, 12/00	DOT, ESD
SDO 1.I.	Develop SOPs based on BMPs and other programs or solutions identified by database analysis including revision of Problem Area list.	Done	Done, 12/00	DOT, ESD
SDO 1.J.	Create plan integrating BMPs and SOPs into training program.	Done	Done, 12/00	DOT, ESD
SDO 1.K.	<del>Allocate appropriate resources for supporting work plan</del>	Deleted FY 03-04	Deleted.	N/A
<b>SDO 2</b>	<b>Problem Tracking and Process Improvement</b>			
	The City of San José will develop and implement processes for tracking problem areas and ensuring that appropriate BMPs and SOPs will be implemented for storm drain operation and maintenance activities.			
SDO 2.A.	Determine reporting requirements, including tracking Problem Areas.	Done	Done, prior to FY 02-03. DOT compiles a Problem Area Report annually.	DOT, ESD
SDO 2.B.	Create criteria for collecting data from City field personnel for the purposes of determining Problem Areas.	Done	Done, prior to FY 02-03. DOT has a catch basin cleaning form that the crews fill out as they work in the field. Annually, before the rainy season begins, a memo detailing the criteria for determining a Problem Area and the proper reporting procedure is sent out to the crews that clean catch basins .	DOT, ESD
SDO 2.C.	Develop procedures for documenting frequency, nature, and type of recurring problem. Coordinate the data from ICID & Storm Drain Management System databases.	Done	Done, prior to FY 02-03.	DOT, ESD
SDO 2.D.	Create procedure for data reports to be used to update Problem Area list. Include process and criteria for analyzing ICID trends.	Done FY 01-02	Done, FY 01-02	DOT, ESD
SDO 2.E.	Revise documentation and problem area reporting procedure to improve reporting performance.	As needed	Done as needed. In an effort to improve the data being collected, a column to show whether a complaint was called into the ESD hotline (408) 945-3000 was added to the DOT Problem Area Reporting form in FY 03-04.	DOT, ESD
SDO 2.F.	Produce Problem Area report.	Done FY 01-02 Annually	Done. The FY 03-04 Infrastructure Maintenance Division Storm Drain System Problem Area Report (IMSPAR) was produce in June 2004.	DOT
SDO 2.G.	Create plan for addressing Problem Areas through ICID enforcement/ education activities, additional BMP development, program development or retrofit.	Done FY 02-03	Done, FY 02-03. Review of the FY 03-04 Problem Area report continues to indicate that the true hot spots discovered as a result of the inlet cleaning program have	DOT, ESD

ITEM No.	ACTIVITY	COMPLIANCE DATE	FY 03-04 STATUS	RESPONSIBLE PARTY
			been extremely limited (less than 10). Limited data was received from crews for the report, this indicates that there needs to be better collection of data during the cleaning program. In FY 04-05, a specific training for Problem Area reporting will be conducted before the inlet cleaning program begins.	
SDO 2.H.	<i>Implement work plan</i>	Deleted FY 03-04	Deleted.	N/A
<b>SDO 3</b>	<b>Contractor Use of BMPs</b> All City SDO O&M is conducted in-house, and City staff receives BMP/SOP training annually. The only time storm drain maintenance might be contracted out would be for a rare flood emergency situation. The City has standard specifications that cover storm drain BMPs for construction activities.			
SDO 3.A.	Contract managers for storm drain construction contracts will be trained on related storm water BMPs annually.	Done FY 02-03 Annually	Done. Training was conducted for DOT contract managers in December 2003.	DOT, ESD
<b>SDO 4</b>	<b>Staff Training and BMP Feedback</b> The City of San José will provide annual training to its municipal staff in use of appropriate BMPs and/or Control Measures. The City will also provide a mechanism for obtaining feedback from staff on implementation and effectiveness of BMPs and Control Measures.			
SDO 4.A.	Identify training goals by reviewing training needs of other performance standards.	Done	Done, prior to FY 01-02.	DOT, ESD
SDO 4.B.	Provide training prior to the rainy season.	Annually	Done. DOT Stormwater BMP/SOP training was conducted in May 2004.	DOT, ESD
SDO 4.C.	Create training modules for affected City staff formatted for available training opportunities.	Done FY 01-02	Done, FY 01-02.	DOT, ESD
SDO 4.E.	Produce schedule for training.	Done FY 01-02 Annually	Done. Training for maintenance personnel was scheduled with the DOT crew supervisors in May 2004.	DOT, ESD
<b>SDO 5</b>	<b>Data Analysis</b> As part of the annual review process, the City of San José will evaluate data regarding cleaning activities and unusual flows observed during inspection. The review and evaluation will include consideration of storm drain structural retrofit.			
SDO 5.A.	Draft procedure for annual review and evaluation of data.	Done FY 01-02	Done, FY 01-02.	DOT, ESD
SDO 5.B.	Include provisions for monitoring of trash as a part of routine outfall inspection.	Evaluated FY 02-03	Done, Evaluated 02-03.	DOT, ESD
SDO 5.C.	Review and comment from stakeholders.	Done FY 01-02	Done, FY 01-02.	DOT, ESD
SDO 5.D.	Distribute final procedure to stakeholders.	Done FY 02-03	Done, FY 02-03.	DOT, ESD
<b>SDO 6</b>	<b>BMP Effectiveness Reviews</b> As part of the annual review process, the City of San José will review and evaluate the effectiveness of its BMPs in reducing pollutants in storm water and eliminating illicit discharges. <b>Added to revised 03-04 Work Plans to be consistent with PSR program element.</b>			
SDO 6.A	Review with supervisors to get feedback and	6/04	Done. DOT supervisors were emailed and attended	DOT, ESD



ITEM No.	ACTIVITY	COMPLIANCE DATE	FY 03-04 STATUS	RESPONSIBLE PARTY
	information on how to assess BMP effectiveness.		annual training, where evaluations were distributed, to elicit information on BMP effectiveness. Feedback received indicates that the BMPs and SOPs are effective and no modifications were necessary in FY 03-04.	
SDO 6.B	Use annual training sessions with staff as an opportunity to evaluate the effectiveness of BMPs & SOPs.	Annually	<p>Done. DOT Stormwater BMP/SOP training was conducted in May 2004.</p> <p>Both DOT crews and supervisors attended the training conducted in May. PSR &amp; SDO BMPs and SOPs were reviewed and feedback was requested during the training sessions. Written evaluations for the training were also distributed. Feedback received from both sources indicated that the BMPs/SOPs are effective and no modifications were necessary in FY 03-04.</p> <p>See 7.B PSR Program Evaluation for the summary of training evaluation data.</p>	DOT, ESD

## 7.B SDO Program Evaluation

ITEM No.	ACTIVITY	FY 03-04 EVALUATION	CHANGES FOR FY 04-05 (IF APPLICABLE)
SDO 4	Annual training of municipal staff in the use of appropriate BMPs and/or Control Measures. Provide a mechanism for obtaining feedback from staff on the implementation and effectiveness of the BMPs and Control Measures.	<p>Annual municipal staff training was held in May 2004 for the PSR and SDO program elements. Participants were given an evaluation form to fill out. Of the 199 staff that participated in the training, 111 evaluations were completed and returned. Results of the completed evaluations indicate that:</p> <ul style="list-style-type: none"> <li>➤ 88% thought that the training subjects taught are appropriate to their work</li> <li>➤ 82% thought that the BMPs/SOPs described match their work practices</li> <li>➤ 88% thought that the training adequately described the relationship of BMPs/SOPs to compliance with the City's Stormwater NPDES permit</li> <li>➤ 89% thought that the training adequately explained how they, City staff, can help the City maintain compliance with the Stormwater NPDES perm it</li> </ul> <p>Comments on the evaluations received from this year's training indicate that the training could be modified to better fit the DOT electrician staff needs.</p>	A new training module will be written specifically for DOT electrician staff in FY 04-05.

ITEM No.	ACTIVITY	FY 03-04 EVALUATION	CHANGES FOR FY 04-05 (IF APPLICABLE)
SDO 5	As part of the annual review process, the City of San José will evaluate data regarding cleaning activities and unusual flows observed during inspection. The review and evaluation will include consideration of storm drain structural retrofit.	The City reviews data on cleaning activities via Infrastructure Maintenance Division Storm Drain System Problem Area Report (IMSPAR). That report continues to yield limited information on true "hot spots," indicating that better data collection may be warranted.	The City will provide specific training on IMSPAR data collection in advance of inlet cleaning program implementation in FY 04-05.  The City will also investigate the feasibility of collecting data on the amount of materials removed during inlet cleaning.
SDO 6	As part of the annual review process, the City of San José will review and evaluate the effectiveness of its BMPs in reducing pollutants in storm water and eliminating illicit discharges.	BMP effectiveness is evaluated using staff feedback gathered from training sessions. See evaluation above in SDO 4.  The City received no complaints regarding contractors conducting SDO O&M activities for the City.	No changes anticipated in FY 04-05.

### 7.C SDO Response to Water Board Comments

ITEM REFERENCE	WATER BOARD COMMENTS	SAN JOSE RESPONSE	CHANGES FOR FY 04-05 (IF APPLICABLE)
	See PSR section for response to comments regarding PSR and SDO from Program Evaluation Report, Tetra Tech, Inc, January 2004		

### 7.D SDO Summary Tables / Additional Information

No additional information.

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## 8. PM: Pesticide Management

### 8.A PM Work Plan Self Evaluation Matrix

ITEM No.	ACTIVITY	COMPLIANCE DATE	FY 03-04 STATUS	RESPONSIBLE PARTY
<b>PM 1</b>	<b>Integrated Pest Management</b> The City will adopt an Integrated Pest Management (IPM) policy and/or ordinance requiring use of IPM techniques in the agency's operations; and, minimization of pesticide use, particularly organophosphate and copper-based pesticides, by agency staff and contractors.			
PM 1.A.	Develop a section stating City IPM policy for inclusion in Pesticide Management Plan.	6/03	Done FY 02-03. Pollution Prevention Policy adopted June 24, 2003.	ESD
<b>PM 2</b>	<b>Pesticide Management Plan</b> The City will develop and implement a Pesticide Management Plan that will minimize pesticide use and reduce the amount of pesticides in storm water and landscape runoff to the maximum extent practicable.			
PM 2.A.	Draft a City of San José Pesticide Management Plan.	Done FY 01-02	Done FY 01-02.	ESD
PM 2.B.	Submit plan for City Manager approval.	Done FY 01-02	Done FY 01-02.	ESD
PM 2.C.	Publish City Management Plan in URMP.	Done FY 01-02	Done, FY 01-02. The City's Pesticide Management Plan was incorporated into the March 2002 URMP as the Pesticide Management Work Plan.	ESD
<b>PM 3</b>	<b>IPM SOPs and BMPs</b> The City will develop and implement standard operating procedures (SOPs) and best management practices (BMPs) for implementing the IPM Policy			
PM 3.A.	Develop a list of pest specific SOPs & BMPs for implementing IPM policy.	Done FY 01-02	Done FY 01-02.	GS, DOT, ESD
PM 3.B.	For each type of pest problem identified, seek model SOPs and BMPs from published literature.	Done FY 01-02	Done FY 01-02.	GS, DOT, ESD
PM 3.C.	Incorporate or develop appropriate IPM measures into City SOPs & BMPs.	6/03	Done FY 02-03. The Pesticide Management Committee (PMC) developed SOPs & BMPs that incorporate IPM measures.	GS, DOT, ESD
PM 3.D.	Update City URMP to incorporate model Pest Management Performance Standard, including description of legal authority (IPM policy & contract language), work plan elements, BMPs, & SOPs needed for implementation.	6/03	Done FY 02-03.	ESD
<b>PM 4</b>	<b>City Employee Training</b> The City will ensure that employees receive pest management training by implementing the following: <ol style="list-style-type: none"> <li>1. Employees who apply pesticides for the City will obtain the appropriate training as required by County Ag. Commissioner and State Department of Pesticide Regulation (DPR);</li> <li>2. Employees within departments responsible for pesticide application will receive annual training on appropriate portions of City IPM Policy, SOPs, and BMPs, and latest IPM techniques;</li> <li>3. Employees who are not authorized to apply pesticides will be annually trained not to use over-the-counter pesticides at workplace, consistent with IPM Policy.</li> </ol>			

ITEM No.	ACTIVITY	COMPLIANCE DATE	FY 03-04 STATUS	RESPONSIBLE PARTY
	4. Annual internal outreach will be conducted to employees, who do not necessarily purchase or apply pesticides during their course of work, on less toxic pest control and to encourage employees to use IPM techniques away from work.			
PM 4.A.	Ensure that employees who apply pesticides for the agency obtain appropriate training required by County Ag. Commissioner & State DPR.	Annually	Done. All DOT, GS, and PRNS staff received training in November 2003 on the specific pesticides that they use during the course of work. Training meets State DPR requirements. Additional training is done throughout the year for new employees prior to using pesticides or if new pesticides are used, which were not covered in the annual training. Training is provided annually. See 12.D: <i>Municipal Employee Training Summary</i> for summary of attendance.	GS, DOT
PM 4.B.	Provide annual training on IPM Policy, SOPs, and BMPs, and latest IPM techniques to employees within departments responsible for pesticide application. Include in training, annually informing employees who are not authorized / trained to apply pesticides not to use over-the-counter pesticides at workplace, consistent with IPM Policy	Annually	Done, November 2003. IPM policy training was developed and incorporated into pesticide applicator training in FY 03-04. See 12.D: <i>Municipal Employee Training Summary</i> for summary of attendance.	GS, DOT, ESD
PM 4.B.1	Develop and integrate an IPM policy (approved June 2003) training into pesticide applicator training.	12/03	Done, November 2003. IPM policy training was developed and incorporated into pesticide applicator training in FY 03-04.	GS, DOT, ESD
PM 4.C.	<b>Monitoring Mechanism I.B.1.</b> Document and evaluate effectiveness of staff training conducted each year in annual report.	Annually	Done. The training required for certificates and licenses is reviewed and approved for Continuing Education Units (CEUs) by the Department of Pesticide Regulation (DPR) – this ensures it is valuable/effective for applicators.	GS, DOT, ESD
PM 4.C.1	Develop and implement a class evaluation/survey for IPM training classes conducted by City staff.	Annually	In FY 03-04, an evaluation/survey for class participants was developed and implemented in the November 2003 IPM training classes conducted by City staff. See 8.B PM Program Evaluation for a summary of evaluation results.	GS, DOT, ESD
PM 4.D.	Public Education & Outreach Task II.A.14 Conduct internal outreach on less toxic pest control to employees who do not necessarily purchase or apply pesticides during the course of their work (to encourage employees to use IPM techniques away from work).	Done FY 02-03 Annually	This message was included in the November 2003 IPM Training, December 2003 DOT Stormwater BMP/SOP training, and an internal January 2004 Urban Runoff/Watershed Investigation workshop. Approximately 250 employees combined attended the trainings/workshop.  In April 2004, IPM was the focus of a pollution prevention article that appeared in “City Line”, an on-line newsletter for City employees. The article focused on personal responsibility, and offered several ways for City employees to prevent pollution at home and at work.  See 11.D: <i>PIP Activities Table</i> .	ESD

ITEM No.	ACTIVITY	COMPLIANCE DATE	FY 03-04 STATUS	RESPONSIBLE PARTY
<b>PM 5</b>	<p><b>Contractor Pesticide Management Requirements</b></p> <p>The City will develop and implement a process to ensure that contractors employed to conduct pest control and pesticide application on municipal property engage in pest control methods consistent with City IPM Policy. Specifically, the City will require contractors to:</p> <ul style="list-style-type: none"> <li>▪ follow City IPM policy, BMPs, and SOPs;</li> <li>▪ provide evidence of current IPM training, when feasible; and provide documentation of pesticide use on City property to the City in a timely manner.</li> </ul>			
PM 5.A.	Develop and implement a process to ensure contractors employed to conduct pest control/pesticide application on municipal property engage in methods consistent with City IPM policy.	6/03	Done. Process developed in FY 02-03 with implementation in FY 03-04. Specifications for contracts written in FY 03-04 required IPM methods to be used on City property consistent with the City's IPM policy.	GS, DOT, ESD
PM 5.B.	Develop a list of all contractors employed by the City who perform pest application work.	Done FY 01-02	Done FY 01-02.	GS, DOT, ESD, PRNS, PW, CAE, RDA
PM 5.B.1	Review and update list of contractors.	6/30/04	Done FY 03-04 and annually thereafter.	GS, DOT, ESD, PRNS, PW, CAE, RDA
PM 5.C.	Implement a procedure to provide to each contractor a copy of the City IPM policy developed in Activity 2.A. above	6/03 Ongoing	Done FY 02-03. Implementation is on-going. A procedure was developed in June 2003. The implementation of the procedure began with contracts written in FY 03-04.	GS, DOT, ESD, PRNS, PW, CAE, RDA
PM 5.D.	Identify pest specific SOPs and BMPs, developed in Activity 3.B above, that are appropriate in each contractor's case.	6/03	The City's IPM Policy was approved on June 24, 2003, after solicitation had been completed for FY 03-04 contracts. For agreements existing prior to FY 04-05, contract managers will request and review contractor BMPs and SOPs for conformance with City standards. In FY 03-04, the PCO contracted for the City's structural pest control needs identified and used pest specific BMPs. In FY 04-05, contractors will be supplied copies of pest specific BMPs/SOPs. If contractors want to use their own BMPs and SOPs, they must submit them in writing to the contract manager. The contract manager must then review and approve the contractor's BMPs and SOPs for conformance with the City's IPM policy, BMPs and SOPs.	GS, DOT, ESD, PRNS, PW, CAE, RDA
PM 5.E.	Require City contracted PCOs to implement appropriate BMPs through contract specifications.	6/03	Done FY 02-03 for contracts issued for FY 03-04. Work Plan item deleted for 04-05; activity is ongoing under PM 5.F.	GS
PM 5.F.	Require PCOs contracted for municipal applications to: a) follow City IPM policy, BMPs, and SOPs; b) provide evidence of current IPM training, when feasible; and c) provide documentation of pesticide use on City property to the City in a timely manner.	6/03	Done FY 02-03 and ongoing. IPM language is included in City PCO contract specifications - however, contract language is not uniform among the contracts. In FY 04-05, contract language will be revised to ensure that all contracts contain required language. In FY 03-04, PCO contracts required documentation of pesticide use on City property in a timely manner.	GS

ITEM No.	ACTIVITY	COMPLIANCE DATE	FY 03-04 STATUS	RESPONSIBLE PARTY
PM 5.G.	<b>Monitoring Mechanism III.A.1.</b> Document numbers of PCOs receiving presentations and/or training on pesticide use by PCOs on municipal property.	6/03 Annually thereafter	Done. In FY 03-04 the City retained only one PCO for the City's facilities/structural pest control needs. A meeting was held with two of the contractor's staff to go over the City's IPM policy.	GS, ESD
<b>PM 6</b>	<b>Pesticide Management Outreach</b> The City will identify in annual work plan, outreach activities it will conduct consistent with Program Pesticide Management Plan. Work plan elements will address outreach to residential and commercial pesticide users, pesticide retailers, and special districts. Information will be provided on less-toxic pest control practices, proper disposal of pesticides, and the City's own IPM practices, as applicable.			
PM 6.A.	Increase awareness of IPM so target audiences recall less toxic pest management messages and adopt IPM behaviors. Target audiences include residential pesticide users, professional pest control businesses, customers of professional pest control businesses, pesticide retailers, school districts, and other special districts.	Annually	Done. See 11.D: <i>PIP Activities Table</i> for details.	ESD
PM 6.B.	Prepare IPM stories and press releases to local media.	Annually	Implementation conducted through the Program. See 11.D: <i>PIP Activities Table</i> for details.	ESD
PM 6.C.	In conjunction with Program, provide information on less toxic pest control (e.g., IPM techniques, municipal IPM policies, model contract language, training opportunities, etc.) to neighboring special districts (e.g., VTA, sanitary and utility districts, open space districts, vector control districts, and school districts) as appropriate.	6/03	Pending implementation by Program.	ESD
PM 6.D.	Create & provide fact sheets & materials to pesticide retailers to facilitate point-of-purchase outreach to support IPM Store Partnership Program.	Annually Ongoing	Done. See 11.D: <i>PIP Activities Table</i> for details.	ESD
PM 6.E	Identify, develop and implement education programs that target commercial businesses.	Done Ongoing	Done. The following programs included IPM education to target businesses: <ul style="list-style-type: none"> <li>• Industrial User Academy – City</li> <li>• November 4, 2003 Putting Integrated Pest Management Into Practice: A Workshop For the Pest Management Professional – Program/IPM Partnership</li> <li>• OSH employee training – Program /IPM Partnership</li> </ul> See 11.D: <i>PIP Activities Table</i> and Program Annual Report for details.	ESD
PM 6.F	<b>Monitoring Mechanism:</b> Document or estimate numbers of residents reached by outreach efforts, including events, web promotion, municipal employee outreach, and media advertising. Monitor responses to	Annually	Done. See 11.D: <i>PIP Activities Table</i> for evaluation of outreach activities.	ESD

ITEM No.	ACTIVITY	COMPLIANCE DATE	FY 03-04 STATUS	RESPONSIBLE PARTY
	outreach efforts by documenting calls to the Program's general and watershed campaign hotlines.			
PM 6.G	<b>Monitoring Mechanism IV.A.1.</b> Document outreach efforts targeting businesses, recommended in the work plan, to be developed by the Program. Implement evaluation component of the work plan.	Annually	Done. See 11.D: <i>PIP Activities Table</i> and Program Annual Report for details.	ESD
<b>PM 7</b>	<b>HHW Pesticide Disposal</b> The City will coordinate with household hazardous waste (HHW) collection agencies to support, enhance, and help publicize programs for proper pesticide disposal.			
PM 7.A.	Work with HHW collection agencies to support, enhance, and publicize programs for pesticide disposal.	Annually	This work is done at the Program level. See Program Annual Report for details.	ESD
PM 7.B.	Verify that adequate pesticide disposal services exist for residents and conditionally exempt small quantity commercial generators.	Done FY 01-02 Annually	Done. Adequate pesticide disposal services were available during FY 03-04. No customers were turned away and appointments were scheduled in a timely manner.	ESD
PM 7.C.	Provide hazardous waste disposal information to residents, through distribution of materials (e.g., utility bill insert, city newsletter, community events, etc.) or advertising in local media.	Annually	Done. Hazardous waste disposal information is provided on the City's website along with a link to the Santa Clara County HHW Program's website. The City's Integrated Waste Management (IWM) outreach includes the Santa Clara County HHW Program's hotline.	ESD
PM 7.D.	<b>Monitoring Mechanism V.A.1.</b> Document that HHW collection programs adequately serve residents and businesses and that any exchange programs do not exchange organophosphate or banned pesticides.	Annually	Done. The Santa Clara County HHW Program served 3% of the City's households in FY 03-04. There was no wait in order to schedule an appointment and no customers were turned away. The HHW Program does not exchange organophosphate or banned pesticides.	ESD
<b>PM 8</b>	<b>City Pesticide Use Tracking</b> The City will develop and implement a process for tracking pesticide use on municipally-owned property.			
PM 8.A	Develop and implement a pilot pesticide tracking process for Diazinon and Chlorpyrifos products.	Done FY 01-02 Annually	Done FY 01-02. City staff does not purchase, use or write recommendations for the use of Diazinon or Chlorpyrifos. It is also written into contract specifications for structural pest control that these pesticides (and clopyralid) cannot be used on City property.	GS, DOT, ESD
PM 8.B	As part of the PMP, develop and implement a process for tracking pesticide use on municipally owned property. Include reporting and justification for use of OP pesticides and BMPs employed during OP pesticide use.	6/03	Done FY 02-03. For landscape applications, the City does not purchase, use, or write recommendations for the use of OP pesticides on municipal property.  Contracts for structural pest control include reporting and justification for use of OP pesticides and BMPs employed during OP pesticide use in the contract specifications.	GS, DOT, ESD



ITEM No.	ACTIVITY	COMPLIANCE DATE	FY 03-04 STATUS	RESPONSIBLE PARTY
PM 8.C	<b>Monitoring Mechanism I.A.1.</b> Use pesticide tracking process to document pesticide use in annual reports.	Annually	Done. The Central Warehouse inventory of pesticides purchased and the monthly pesticide use reports were compiled and reviewed. FY 03-04 is the first year to include pesticide use by City contractors. See 8.B PM Program Evaluation.	GS, DOT, ESD, PRNS, PW, RDA, CAE
<b>PM 9</b>	<b>City Pesticide Inventory Search</b> The City will conduct periodic City-wide search of its chemical inventory for pesticides no longer legal for application per EPA, State, and/or local requirements. These pesticides, if found, will be properly disposed pursuant to appropriate waste disposal regulations			
PM 9.A.	All Departments conduct City-wide search of chemical storage areas for pesticides no longer legal for application per EPA, State, and/or local requirements. Properly dispose of any such pesticides pursuant to appropriate waste disposal regulations.	Done Annually	In June 2004, City staff conducted a search of its pesticide storage areas for illegal or outdated pesticides. Two quarts of outdated pesticides were found in one storage area. These pesticides had been illegally dumped within the City's jurisdiction and had been brought into the Corp Yard for disposal. The pesticides were erroneously placed in a storage area and have since been properly disposed of as hazardous waste.	GS, DOT
<b>PM 10</b>	<b>Pesticide Management Plan / IPM Policy Review</b> As part of annual reporting process, the City will review and evaluate, with input from municipal staff, the effectiveness of its Pest Management Plan and IPM Policy in achieving the goals of the Plan to the maximum extent practicable.			
PM 10.A.	Review and continuously improve goals, actions, and monitoring mechanisms of the work plan considering results of self-evaluations, comments from Regional Board staff and other interested parties, and results of local performance review meetings if any.	Annually	See 8.B PM Program Evaluation.	GS, DOT, ESD
PM 10.B.	<b>Monitoring Mechanism IX.A.1.</b> Complete revised work plan that incorporates continuous improvement items, and report on completion of work plan tasks.	Annually	Done (between 04-05 Work Plan and this Annual Report).	ESD
PM 10.C.	<b>Monitoring Mechanism VII.A.1.</b> Summarize types of pesticide reduction measures required (such as by conditions of approval) for new development & significant redevelopment projects, & percentage of new development/ significant redevelopment projects for which pesticide reduction measures were required. (Draft Permit Provision C.3.n.)	Annually	See work plan task NDC 4.M in 4.A NDC Work Plan Self Evaluation Matrix.	ESD

## 8.B PM Program Evaluation

### Pesticide Use

The City of San José has incorporated the use of integrated pest management techniques for many years. Pesticide use in the City of San José is based upon specific site needs. The decision to use a pesticide is determined by several factors, i.e., site evaluation, accurate identification of the pest, past history, monitoring of thresholds, review of alternative means of control, and selection of the most favorable and effective pesticide. The City also seeks to reduce the need for pesticide usage through

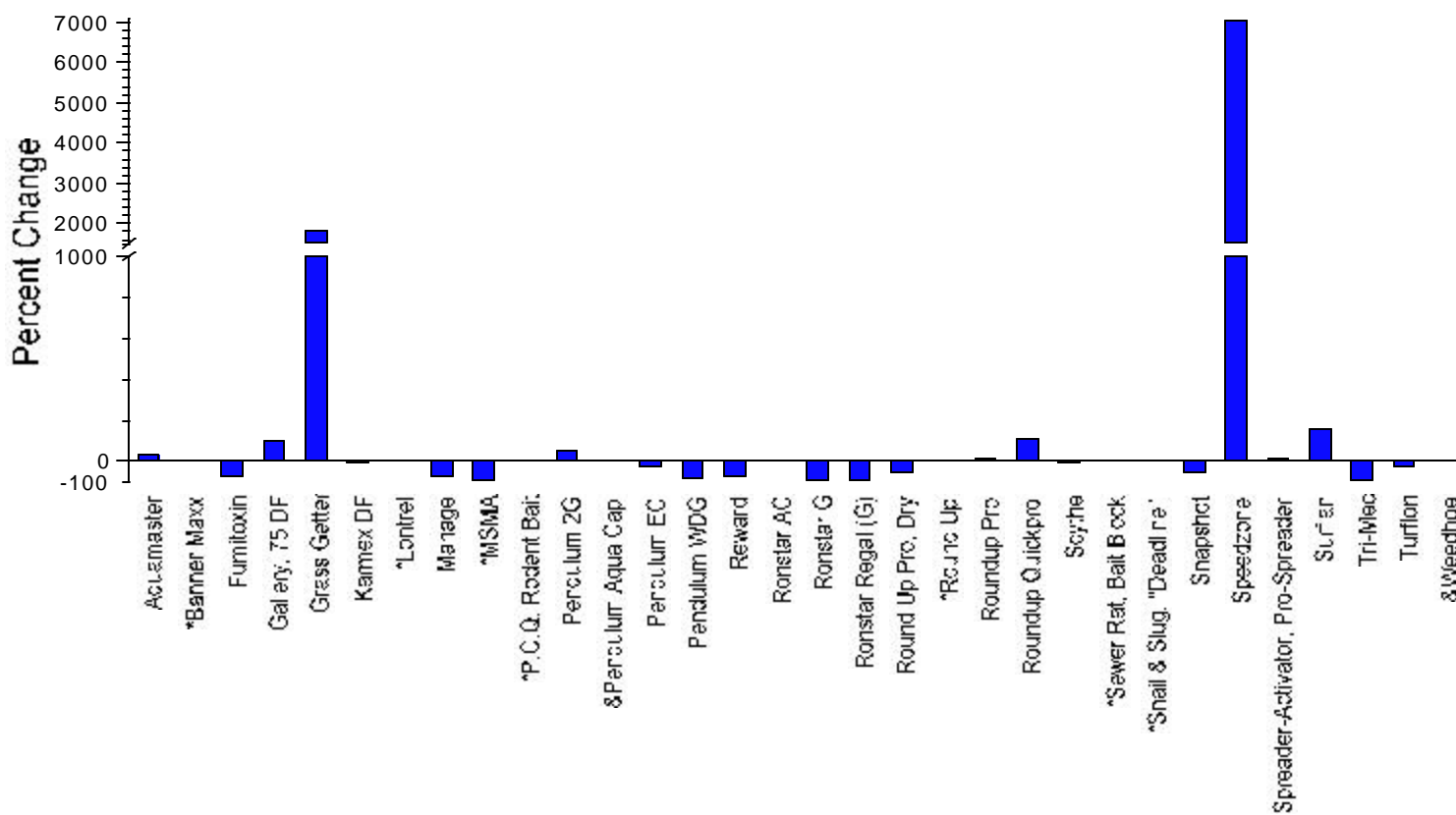
cultural actions such as mulching, weed barriers, proper irrigation, and selection of disease resistant plants. In many instances, plant diseases and pest problems are tolerated rather than employing any pesticides.

The City now compiles data annually on pesticide uses on municipal property. In 2003-04, the City expanded this data collection to include applications by contractors. The figure below illustrates changes in use between various products in FY 03-04 compared to FY 02-03. The City strives to use products that are the least toxic and safer for employees. Roundup Pro and Pendulum formulations, the two most widely used herbicides in the City, have an established record of safety and effectiveness. Speedzone is a newer product to San Jose's inventory and replaces the use of Trimec. Speedzone is used in smaller quantities to accomplish comparable results. Grass Getter increased over FY 02-03 use but still decreased compared to previous years' trends. The use of pre- and post-emergent herbicides generally increases each year as a result of additional acreage added to the City's inventory of landscaped area.

**% Change in Total Product Use between FY 02-03 & FY 03-04 by DOT, GS & PRNS**

(Symbols: \* = Pesticide Use in FY 01-02, but not FY 02-03 or FY 03-04

& = Pesticide Used in FY 03-04, but not FY 02-03 and/or FY 01-02)



### **Training**

Annual municipal staff training was held in November for the IPM program elements.

Participants were given an evaluation form to fill out. Of the 85 staff that participated in the training, 44 evaluations were completed and returned. Results of the completed evaluations indicate that:

- 93% thought that the training subjects taught are appropriate to their work
- 89% thought the training adequately described the City's IPM policy.
- 81% thought that the BMPs/SOPs described match their work practices
- 84% thought that the training adequately described the relationship of BMPs/SOPs to compliance with the City's Stormwater NPDES permit
- 86% thought that the training adequately explained how they, City staff, can help the City maintain compliance with the Stormwater NPDES permit

### **Contracts**

IPM language is included in City PCO contract specifications - however, contract language is not uniform among the contracts. In FY 04-05, contract language will be revised to ensure that all contracts contain required language.

## **8.C PM Response to Water Board Comments**

No comments received from Water Board on this Program Element.

## **8.D PM Summary Tables / Additional Information**

No additional information.

## 9. M: Mercury

### 9.A M Work Plan Self Evaluation Matrix

ITEM No.	ACTIVITY	COMPLIANCE DATE	FY 03-04 STATUS	RESPONSIBLE PARTY
<b>M 1</b>	<b>Municipal Use of Mercury -Containing Products</b> The City will eliminate all unnecessary municipal use of mercury-containing products and establish proper disposal methods for products that cannot be eliminated.			
M 1.A.	Complete and report results of survey of mercury-containing products used by City departments.	Done FY 02/03	Done FY 02-03.	ESD
M1.A.1	Conduct a follow-up mercury-containing product survey	FY 03-04	Done. San José continued survey in FY 03-04 and obtained information from two sites not included in the FY 02-03 survey data. The City will update the surveys as needed.	ESD
M 1.B.	Develop a mercury policy requiring the virtual elimination of mercury from controllable sources in urban runoff from agency operations.	Done FY 02-03	Done FY 02-03. Pollution Prevention Policy adopted June 24, 2003.	ESD, GS
M 1.C.	Implement SCVURPPP guidelines for mercury-containing products reduction and management. These guidelines will include a schedule for the timely phase-out of mercury-containing products identified for virtual elimination as well as reporting requirements, possibly to track recycling, replacement, and reduction in use of mercury-containing products.	FY 03-04	Done FY 03-04 and Ongoing. Reviewed FY 02-03 and FY 03-04 survey data and identified mercury-containing lamps as the priority item on which to focus efforts. Identified current management options for mercury-containing lamps used by the City. See 9.D: <i>Mercury-Containing Product Management Practices</i> for a list of management options. The City has currently adopted the practice of purchasing, almost exclusively, low mercury fluorescent lamps. The City recycled more than 7,300 mercury-containing lamps in FY 03-04 through its Lamp Recycling Program. The City has amended its Request for Quotation Form to include a question regarding the mercury content of products offered to the City and a request for information on less toxic alternatives offered by the vendor. In FY 04-05 the City will complete analysis of survey data, advance implementation of management options and phase out of mercury-containing products with Departments, and develop a mechanism for tracking progress.	ESD, GS
M 1.D.	Monitoring Mechanism I. Document completion of tasks in annual reports. Use mercury-containing product reporting guidelines (to be developed).	Annually	Done. See 9.D: <i>Mercury Containing Product Management Practices</i> for a summary of management options identified and/or implemented to date.	ESD

ITEM No.	ACTIVITY	COMPLIANCE DATE	FY 03-04 STATUS	RESPONSIBLE PARTY
<b>M 2</b>	<b>Household Hazardous Waste Collection</b> The City will provide mercury-containing product disposal services through household hazardous waste (HHW) collection programs for residents and small businesses, and encourage use of these programs.			
M 2.A.	Provide mercury-containing products disposal services for residents and small businesses.	Ongoing	Ongoing. The City supports the County of Santa Clara Department of Environmental Health's (DEH) Household and Small Business Hazardous Waste program. County DEH hosts weekly household and small business hazardous waste collection events. This service is provided to residents and small businesses in the county to collect and properly dispose of hazardous wastes, including mercury-containing products.	ESD
M 2.B.	Work with HHW collection agencies to develop and help publicize fluorescent light recycling program to ensure maximum recycling.	6/30/04	Done and Ongoing. The City supports the County of Santa Clara Department of Environmental Health's (DEH) Household and Small Business Hazardous Waste program. As of June 2004 the County has collected 27,098 feet of fluorescent tubes (6,273 lights) and 498 compact fluorescent bulbs.  The City and the Program also worked with the County to assist with the implementation of its Universal Waste Grant. Full implementation is scheduled for FY 04-05.	ESD, Program
<b>M 3</b>	<b>Monitoring and Science</b> The City will participate in coordinated monitoring efforts to support mercury TMDL development and implementation, including assessment of air pollution sources of mercury and concentrations of mercury in sediment.			
M 3.A 1	Continue financial support of the Regional Monitoring Program (RMP), including the Mercury Deposition Network Pilot Study. Continue to actively participate in the RMP steering committee and technical review committee.	Ongoing	Ongoing. The City continues to support the RMP financially and through in-kind services operating the Mercury Deposition Network Pilot Study station number CA76. (see M 3.A 2)	ESD
M 3.A 2	The City of San José will continue to provide in-kind services for the maintenance of the Mercury Deposition Network site near San José.	Ongoing	Done and Ongoing. The City has operated and maintained the National Mercury Deposition Network site #CA72 since January 2000. The City collects samples, records data, and sends both to the national MDN contract laboratory for analysis. The City also sends records to SFEI for inclusion in SF Bay RMP analyses. Weekly sample collection and data reporting is scheduled to continue at this time. Information on the National MDN program (including pictures of collection apparatus) is found at: <a href="http://nadp.sws.uiuc.edu/mdn/">http://nadp.sws.uiuc.edu/mdn/</a> .	ESD

ITEM No.	ACTIVITY	COMPLIANCE DATE	FY 03-04 STATUS	RESPONSIBLE PARTY
<b>M 4</b>	<b>Regional, State, and Federal Coordination</b> Actively participate in regional, state, and federal coordination efforts to achieve a reduction in the amount of mercury in urban runoff and air emissions.			
M 4.A.	Collaborate in technical studies to support TMDL development and implementation including the Santa Clara Basin WMI Guadalupe River Mercury TMDL Workgroup.	Ongoing	Ongoing. The City participates in and supports programs to reduce mercury in storm water runoff and air emissions, including the San Francisco Bay Regional Monitoring Program, National Mercury Deposition Network, AB 982 TMDL Public Advisory Group, WMI Guadalupe River Mercury TMDL Workgroup, and the Clean Estuary Partnership.	ESD
M 4.B.	Support and participate in WMI Watershed Action Plan development.	Ongoing	Ongoing. The Watershed Management Initiative (WMI) completed and received City Council approval of the Watershed Action Plan (WAP) in Fall 2003. In addition, WMI worked on developing the first year work plan to guide implementation of the WAP strategic objectives. The City participated in the Watershed Action Plan development through the Watershed Action Plan Technical Advisory Group, Communications Subgroup and Core Group. The City is an active participant in the Watershed Management Initiative. City staff participates in the recently formed work group established to develop a WMI report card, and in almost all WMI subgroups. In addition, the City financially supports the WMI Project.	ESD
<b>M 5</b>	<b>Public Education and Outreach</b> Increase awareness of proper disposal of mercury-containing products and available non-mercury containing alternatives. Target audiences include residential, commercial, and industrial users and municipal employees.			
M 5.A.	Work with Program to develop and begin to implement a fluorescent light recycling outreach program to educate residential users and encourage proper disposal of fluorescent lights.	FY 03-04	Program developed and posted mercury-related information for residents on the watershedwatch.net website. Mercury and/or Household Hazardous Waste messages were also included at the Home Show event and in the March/April 2004 edition of San Jose's Curbside Courier newsletter. See Section 11.D: <i>PIP Activities Summary</i> .	ESD, Program
M 5.B.	Work with Program to develop and begin to implement a fluorescent light recycling outreach program to educate small businesses and conditionally exempt small quantity generators and encourage proper disposal of fluorescent lights.	FY 03-04	The City participated in the Program's Mercury Outreach work group. The work group developed and posted a website with information pertinent to small businesses and CESQGs. ( <a href="http://www.watershedwatch.net/Mercury_business.htm">http://www.watershedwatch.net/Mercury_business.htm</a> ) Articles on mercury-containing products recycling were published in the BOMA, IFMA and the San Jose Chamber of Commerce newsletters. See Program Annual Report for details.	ESD, Program

ITEM No.	ACTIVITY	COMPLIANCE DATE	FY 03-04 STATUS	RESPONSIBLE PARTY
M 5.C.	Coordinate with municipal inspectors to integrate mercury outreach to industrial businesses into their existing routine pretreatment, source control, and/or hazardous materials inspection processes.	FY 03-04	Done FY 03-04 and Ongoing. During FY 03-04 a presentation on mercury was given at a municipal inspector's staff meeting. In addition, information on the proper handling and disposal of mercury-containing products was presented to industrial businesses attending the Industrial Users Academy. (See Section 11.D: <i>PIP Activities Summary</i> ) Copies of the Department of Toxic Control Substances brochure, <i>Mercury in the Environment</i> , are available for distribution by inspectors, as needed. During FY 04-05, City plans to print copies of the DTSC Universal Waste Fact Sheet (June 2003), or similar fact sheet, for municipal inspector outreach to industrial businesses. In addition, information on mercury will be included in the FY 04-05 Industrial Users Academy presentation.	ESD
M 5.D.	Develop and distribute "tailgate safety meeting cards" about mercury to inspectors and other municipal employees. (The Program will first review the product developed by the Fairfield-Suisun Sewer District when it is made available to the Bay Area Pollution Prevention Group (BAPPG).)	TBD	Through the Bay Area Pollution Prevention Group, the City provided comments for production of the Mercury Tailgate Safety Card. The product is under review for tailoring to the specific needs of the City.	ESD
M 5.E.	Attend community events and distribute outreach materials.	As Needed	Messages regarding proper disposal of fluorescent tubes is included whenever the Household Hazardous Waste program is promoted. See 11.D: <i>PIP Activities Table</i> for details.	ESD
M 5.F.	Monitoring Mechanism V.B. In the Annual Report, document and evaluate each outreach activity, including the target audience and number of residents and/or businesses reached.	Annually	See Program report and 11.D: <i>PIP Activities Summary</i> for evaluation of outreach activities.	ESD, Program

## 9.B M Program Evaluation

The mercury-containing products survey continued in FY 03-04 and resulted in some new information. Mercury-containing lamps were identified as the focus of City efforts. The City purchases, almost exclusively, and encourages the use of low mercury fluorescent lamps. The City recycled more than 7,300 mercury-containing lamps in FY 03-04 through its Lamp Recycling Program. Questions regarding mercury content and alternative products were added to the City's Request for Quotation Forms. In FY 04-05 management options will be developed for additional mercury-containing products.

The City continues its commitment to work with the Water Board and stakeholders toward a TMDL that is technically defensible and feasible for implementation. City staff participates in mercury TMDL efforts by providing comments on the Baywide Mercury TMDL Report and Basin Plan Amendment, and serves as the WMI Watershed Assessment and Monitoring Subgroup representative to the Guadalupe Mercury TMDL project. The City expects to actively participate in the development of both TMDLs in the next fiscal year. In addition, the City supports SCVURPPP, the CEP, RMP, BASMAA and BACWA as these agencies conduct technical studies to address uncertainties regarding mercury in the watershed.

**9.C M Response to Water Board Comments**

No comments received from Water Board on this Program Element.



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9.D M Summary Tables / Additional Information

**Mercury-Containing Product Management Practices**

MERCURY-CONTAINING PRODUCTS	NOT FOUND	MO #1: REPLACE WITH ALTERNATIVE	MO #2: ALTERNATIVE UPON FAILURE	MO #3: REDUCE USE	MO #4: RECYCLE	MO #5: HAZARDOUS WASTE	COMMENTS
<b>LAMPS:</b>							
Compact Source Lamp					I		Recycled through City's Lamp Recycling Program
Spectral Lamp	NF						
Fluorescent Lamp (Tubes)			B		I		Replacing existing tubes with low Hg tubes (ALTOs) upon failure. City operations under review to ensure that all ALTOs are also recycled through City's Lamp Recycling Program.
Metal halide Lamp					I		Recycled through City's Lamp Recycling Program
High pressure sodium Lamp					I		Recycled through City's Lamp Recycling Program
Mercury Vapor Lamps					I		Recycled through City's Lamp Recycling Program
Cold Cathode Lamp	NF						
Neon Lamp	NF						
<b>THERMOSTAT PROBES (ALSO KNOWN AS FLAME SENSORS OR GAS SAFETY VALVES):</b>							Have limited information from Municipal Surveys. Will continue data collection in 04-05.
Furnaces							
Water heaters							
Ranges, ovens							
Space heaters							
<b>TILT SWITCHES AND RELAYS:</b>							Have limited information from Municipal Surveys. Will continue data collection in 04-05.
e.g., Wetted reed relay							
<b>Status Key:</b> No Action: No action identified for implementation ID: Actions have been identified; implementation has not begun B: Began process of implementation I: Management option identified has been fully implemented NF: product was not found in municipal inventory to date				<b>Management Options Key:</b> MO #1: Replace with an alternative product when the product is identified, if an alternative exists. MO #2: Replace upon failure, with an alternative product if an alternative exists. MO #3: Reduce the use where possible MO #4: Recycle when no longer in use MO #5: When appropriate, dispose of as hazardous waste			

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## 10. WUOM: Water Utilities Operations & Maintenance

### 10.A WUOM Work Plan Self Evaluation Matrix

ITEM No.	ACTIVITY	COMPLIANCE DATE	FY 03-04 STATUS	RESPONSIBLE PARTY
<b>WUOM 1</b>	<b>Inventory of O&amp;M Activities</b> The City of San José's Municipal Water System will conduct an inventory of all-key operations and maintenance activities, and identify routine and unplanned non-storm water discharges from these activities. This inventory will be conducted every three years and evaluated at least once a year.			
WUOM 1.A.	Review current procedures for operations and maintenance	Annually	Done for FY 03-04. The current procedures have been reviewed and no change is recommended at this time.	ESD-Muni
WUOM 1.B.	Three-year update of list	3/06 Every 3 years	Completed 3/03. Next inventory not due until 3/06.	ESD-Muni
<b>WUOM 2</b>	<b>Implementation of WUPPP</b> The City of San José's Municipal Water System will implement the pollution control measures identified in the Water Utility Pollution Prevention Plan (WUPPP) to manage chlorine, biocides, and algacides and prevent erosion and sedimentation.			
WUOM 2.A.	Implement WUPPP/Report on activities	Annually	Done for FY 03-04. WUPPP was implemented in 2000. Muni Water staff and their contractors comply with the BMPs and SOPs included in the WUPPP.	ESD-Muni
<b>WUOM 3</b>	<b>Staff Training and Contractor WUPPP Compliance</b> The City of San José's Municipal Water System will conduct annual training for municipal staff and coordinate WUPPP elements with water utility project planning, including WUPPP elements (BMPs, conditions, specifications, etc., in contract and services agreements).			
WUOM 3.A.	Develop training program	Done 11/98	Done, FY 98-99	ESD-Muni
WUOM 3.B.	Implement training program	Annually	Done for FY 03-04. See 12.D: <i>Municipal Employee Training Summary</i>	ESD-Muni
<b>WUOM 4</b>	<b>WUPPP Effectiveness Evaluation</b> The City of San José's Municipal Water System will evaluate the effectiveness of the WUPPP annually. Maintain accurate documentation and revise the WUPPP as necessary.			
WUOM 4.A.	Develop evaluation program	Annually	Done for FY 03-04. Muni Water has developed an evaluation program, which includes evaluating one of the SOPs annually. See 10.B WUOM Program Evaluation	ESD-Muni
WUOM 4.B.	Provide progress and update report to Santa Clara Valley Urban Runoff Pollution Prevention Program	Annually	Done for FY 03-04.	ESD-Muni

## **10.B WUOM Program Evaluation**

The evaluation program that Muni Water has developed consists of reviewing one SOP or BMP from start to finish on an annual basis. This effort is combined with the training program. As part of the training program, Muni Water staff creates a training video of a single SOP. Staff and others involved in the process view the video for training. The paperwork process is discussed and then the forum is opened up for discussion. Individuals who perform the activity share their thoughts on what works and what doesn't work. The facilitator (typically, a designated supervisor) writes down the comments and suggestions. If possible, the procedure is revised to incorporate the results of the discussion.

On December 2003, Muni Water conducted an evaluation of the sump/vault program. A training video was made according to the SOP outlined in the "Water Utility Operation and Maintenance Discharge Pollution Prevention Plan". Staff and a responsible representative of Muni Water's contractor attended the training session and viewed the video. After viewing the video, staff discussed the pros and cons of the procedure. Staff found the procedures to be satisfactory and effective for meeting the goals of the URMP. No changes were recommended at this time.

Contractor performance for Muni Water is monitored by staff inspection. If the contractor fails to follow the BMP, then Muni Water inspector on the job will notify him. In addition, Muni Water may receive complaints to alert it to the matter. However, this is not typical since the inspector usually takes care of it right away.

## **10.C WUOM Response to Water Board Comments**

No comments received from Water Board on this Program Element.

## **10.D WUOM Summary Tables / Additional Information**

No additional information (Updated inventory of O&M activities not due until 2006).

## 11. PIP: Public Information / Public Participation

### 11.A PIP Work Plan Self Evaluation Matrix

ITEM No.	ACTIVITY	COMPLIANCE DATE	FY 03-04 STATUS	RESPONSIBLE PARTY
PIP 1	<b>Public Awareness</b> The City of San José will promote general citizen awareness regarding the functions of the storm drain system, pathways and sources of urban runoff pollution to the South Bay watershed, behaviors that adversely affect water quality, what a watershed is, and activities citizens can participate in to learn about and benefit the watershed.			
PIP 1.A 1	Identify, support and participate in appropriate community events to further general public awareness.	n/a	Done. See Table 11.D: <i>PIP Activities Table</i>	ESD
PIP 1.A 2	Work with Program events work group, and WE&O ad hoc task group.	Ongoing	City staff participated in both AHTGs. San Jose staff served as Chair of WE&O AHTG from July 2003 through January 2004. City staff participated in events by providing staffing and material support where appropriate.	ESD, Program
PIP 1.B	Support, and/or develop and implement school and youth education programs.	FY 2003/2004 Projects include 1.B.1 through 1.B.3:		
PIP 1.B.1	Participate in WE&O Schools work group.	Ongoing	Done. Participated in developing schools plan and activities for Urban Runoff Program and Watershed Watch campaign. City Staff attended meetings. Direct implementation takes place through the Urban Runoff Program staff and the Watershed Watch Contractor. City Staff coordinated with City Youth Watershed Education Team (YWET) on collaboration to update and promote City's middle school curriculum.	ESD, Program
PIP 1.B.2	Participate in the Alviso Education Center ad hoc workgroup	Ongoing	Done. City staff participated in work group meetings. Program Staff administered the Ed Center Grant. See Program Annual Report for details.	ESD, Program
PIP 1.B.3	Participate in City Education programs such as the Youth Watershed Education Team, Rangers in Schools, etc.	Ongoing	Done. See Table 11.D: <i>FY 03-04 PIP Activities</i> .	ESD, PRNS
PIP 1.C	Give presentations upon request that focus on storm water messages to elementary through college grade levels.	As Needed	Done. See Table 11.D: <i>FY 03-04 PIP Activities</i> .	ESD
PIP 1.D 1	Participate in WMI Outreach, and coordinate WMI outreach with Watershed Watch and Program efforts.	Ongoing	Done. Staff participation in work groups; coordination of WMI and Program messages in the Watershed Watch campaign	ESD, WMI, Program
PIP 1.D 2	Participate in Watershed Watch campaign	Ongoing	Done. City Staff assists with implementation. See Program Annual Report for complete campaign annual report.	ESD, Program

ITEM No.	ACTIVITY	COMPLIANCE DATE	FY 03-04 STATUS	RESPONSIBLE PARTY
<b>PIP 2</b>	<b>Targeted Outreach</b> The City of San José will develop and implement targeted residential outreach and education campaigns, based on identification of up to two high priority pollutants, to effectively reduce pollutant-causing behaviors and promote Best Management Practices.			
PIP 2.A	Identify General Residential practices contributing to stormwater pollution. Identify reasonable alternatives to pollutant causing behavior.	n/a	Done. Addressing messages through the Watershed Watch Campaign.	ESD, Program
PIP 2.A 1	Review surveys and applicable reports	Ongoing	Done. Target audiences have been based on Program survey and are documented in the Watershed Watch strategy. San Jose tailors its outreach to compliment Program and Regional outreach efforts, and those efforts regularly conduct surveys to evaluate their efforts.	ESD
PIP 2.A 2	Review 945-3000 hotline calls information	Ongoing	Done. How complainants hear about ICID services is tracked. See 1.D: <i>How Complainants Heard About This Program</i> .	ESD
PIP 2.A 3	Meet with inspectors to discuss residential outreach needs	Ongoing	Done. Outreach staff attend bi-weekly Inspectors' meeting. Outreach needs are identified and incorporated into work plans as needed.	ESD
PIP 2.A 4	Prepare report identifying residential outreach needs and tasks	Annually	Done. Outreach staff submits a report to WSP Management on projected outreach needs and recommendations.	ESD
PIP 2.B	Identify ICID practices and target audience(s) contributing to pollution.	n/a	Done. ICID Feedback cards are regularly distributed to complainants. Due to transitioning to new data management system, a minimal number of survey cards were issued in FY 03-04. How complainants hear about ICID services is also tracked. See 1.D: <i>How Complainants Heard About This Program</i> .	ESD
PIP 2.B 1	Review ICID reports	Ongoing	Done. Feedback card distributed to complainants. How complainants heard about ICID services tracked. See 1.D: <i>ICID Summary Tables / Additional Information</i> for details	ESD
PIP 2.B 2	Review 945-3000 hotline calls information	Ongoing	Done. How complainants hear about ICID services tracked. See 1.D: <i>How Complainants Heard About This Program</i> .	ESD
PIP 2.B 3	Meet with ICID inspectors to discuss outreach needs	Ongoing	Done. Outreach staff attend bi-weekly Inspectors' meeting. Outreach needs are identified and incorporated into work plans as needed.	ESD
PIP 2.B 4	Prepare report identifying ICID outreach needs and tasks	Annually	Done. Outreach staff submits a report on projected outreach needs and recommendations.	ESD - Marcom
PIP 2.C	Promote selected residential and ICID messages through regional activity (e.g. Program PIP, BASMAA PIP, BAPPG Spanish radio ad messages, Media Relations PSAs)			
PIP 2.C 1	Report on targeted residential and ICID outreach activity	Annually	Done. See 11.D: <i>PIP Activities Table</i> .	ESD - Marcom

ITEM No.	ACTIVITY	COMPLIANCE DATE	FY 03-04 STATUS	RESPONSIBLE PARTY
PIP 2.C 2	Participate in the Program's HHW ad hoc task group	Ongoing	Done. Staff participated in AHTG. FY 03-04 focused on Pesticides and Mercury for HHW, with particular emphasis on the upcoming implementation of the County's grant for collecting Universal Wastes. See Program Annual Report for details.	ESD, Program
<b>PIP 3</b>	<b>Citizen Involvement Programs</b> The City of San José will support and/or develop and implement citizen involvement programs designed to increase citizen understanding and appreciation of the South Bay watershed.			
PIP 3.A	Support and/or develop involvement opportunities for San José residents			
PIP 3.Aa	Participate in creek clean-ups on a bi-annual basis through in-kind staff support for the Creek Connections Action Group.	n/a	Done. Coordinated with Parks, Recreation, and Neighborhood Services.	ESD, PRNS
PIP 3.A1	Fall creek clean-up	Coastal Clean-up Day Q1 FY 03/04	Done. See 11.D: <i>PIP Activities Table</i> for details.	ESD, PRNS
PIP 3.A2	Spring creek Clean-up	National Rivers Day Q4 FY 03/04	Done. See 11.D: <i>PIP Activities Table</i> for details.	ESD, PRNS
PIP 3.B	Promote WMI's Public Participation Opportunities list.			
PIP 3.B 1	Report on actions promoting Public Participation Opportunities list.	Annually	Public Participation Opportunities List is posted on the City's web site and is available for distribution at events.	ESD
<b>PIP 4</b>	<b>Outreach Evaluation</b> The City of San José will develop and implement evaluation and feedback mechanism(s) to determine the effectiveness of outreach and education campaigns and evaluate changes in citizen awareness and understanding.			
PIP 4.A	Implement selected evaluation tools.	n/a	See 11.B PIP Program Evaluation.	ESD
PIP 4.A.1	Work with Program, WMI, and Watershed Watch AHTG to Plan for Program's Watershed watch campaign follow-up Survey	Triennially FY 03/04	Done. City staff worked with the Program to administer the evaluation of the Watershed Watch campaign's effectiveness. Staff assisted in selecting consultant, crafting evaluation questions, and reviewing draft results.	ESD, Program
PIP 4.A.2	Report on survey and evaluation activity during the report period	Annually	City staff worked with the Program to administer the evaluation of the Watershed Watch campaign's effectiveness. Staff assisted in selecting consultant, crafting evaluation questions and reviewing draft results. The WE&O AHTG will continue to evaluate and revise the Watershed Watch strategy based on the results of the Evaluation. See the Program's Annual Report for the Final Evaluation report.	ESD, Program
PIP 4.B	Annually review, modify and report on outreach plans based on effectiveness results.	n/a	Done. Work plans are evaluated and modified as needed based on evaluation results.	ESD
PIP 4.B 1	Produce written report on effectiveness of outreach activities conducted in prior fiscal year.	Ongoing	Done. See 11.D: <i>PIP Activities Table</i> .	ESD



## 11.B PIP Program Evaluation

San José conducts the bulk of general outreach through the Program's Watershed Watch Campaign. The City supplements the Program's efforts with funding and staffing support. See Program Annual Report for details. The City continues to reach out to the general public at selected community events the Watershed Watch Campaign does not attend. These events are good venues to reach San Jose citizens. FY 03-04 marked the second year the City contracted with the San Jose Conservation Corps to stencil storm drain inlets with the No Dumping message and a phone number to report incidents. Storm drain stencils are placed in locations that are highly visible to residents. Including the neighborhood creek name gives residents specific information about how their actions tie in to the local environment.

FY 03-04's targeted efforts focused on pesticides and IPM. Additional targets included: sediments, Copper and Nickel, Mercury, and general Pollution Prevention. At the local level San José has been able to successfully direct a variety of messages to a wide array of audiences through in-store events, training workshops, direct mailing and collaborative efforts at the Regional level. Targeted outreach has been the most difficult to implement at the Program -wide level, primarily because of prioritization and staffing constraints. The Program's targeted outreach focus has been, appropriately, readying the co-permittees' staff for implementation of C.3. Targeted outreach supplements tasks done in other elements of the URMP, such as Illicit Connection/Illegal Dumping, the Industrial/Commercial Dischargers Program, Construction, Pesticide Management, Mercury, and the Copper and Nickel Action Plans.

The City participated in three clean-up events, as well as a Bike to Work day, designed to promote participation and stewardship in the citizens of San José. Tying clean-up days to pre-existing events such as Coastal Clean-up Day and the Great American Pick-up is a good way to maximize promotion. Advertising paid for by regional entities is a useful for raising awareness locally.

Education continues to be a vital component of San Jose's pollution prevention plan. The City actively contributes to education both as a City and through the Program. San José commits significant resources to youth education with the goal of instilling a sense of stewardship for the environment. San José employs both in-class education and train-the-trainer approaches to Outreach. In-class presentations are more expensive per student reached, but lend themselves better to evaluation. The City's Water Awareness Program reached 768 students in the targeted grades of fifth, sixth, and seventh. This is up 358 from FY 02-03. Train-the-trainer has the potential to reach many more students, but it is extremely difficult to measure the effectiveness of this potential. Youth Watershed Education Grants provide funding for groups and educators to implement their own programs that accomplish the City's education goals.

## 11.C PIP Response to Water Board Comments

No comments received from Water Board on this Program Element.

## 11.D PIP Summary Tables / Additional Information

***PIP Activities Table***

**Outreach Type:**

○ = General Outreach

⊙ = Targeted Outreach

✋ = Citizen Involvement

✍ = Education








ITEM No.	ACTIVITY	OUTREACH TYPE	FY 03-04 STATUS	EVALUATION
n/a	Storm Sewer Stenciling	○	From October 2003 through June 2004 the San Jose Conservation Corps stenciled approximately 10,000 storm drain inlets throughout the City with the appropriate neighborhood creek name and 945-3000 hotline number. This is the second year of a multi-year effort to stencil San Jose's 28,000 inlets.	Storm drain stencils are placed in locations that are highly visible to residents. Including the neighborhood creek name gives residents specific information about how their actions tie in to the local environment.





ITEM No.	ACTIVITY	OUTREACH TYPE	FY 03-04 STATUS	EVALUATION
PIP 1.A. PIP 2.C. CB-1.C.	Classic Car Wash Promotion	○	The Watershed Watch campaign partnered with Classic Car Wash to host four (4) half-price events in August 2003 and again in April/May 2004. San José staff assisted with one Fall event and one Spring event. Less polluting methods of car washing were emphasized.	See Program Annual Report for details.
PIP 1.A PIP 1.D.2 Program	Watershed Watch sign	○	Interpretive sign developed and installed at Happy Hollow Park and Zoo in San Jose. Sign features a photo montage of beneficial uses of creeks and the Bay, along with four pollution-prevention messages: keep your car tuned to avoid oil leaks, avoid pesticide use, especially before rains, proper disposal of household hazardous wastes, and no dumping into storm drains.	The sign is located at the bottom of the entrance walkway into the Zoo. Every visitor to the zoo passes by the sign entering and leaving.
PIP 1.A. PIP 2.C. PM 6.A. PM 6.F.	Water Awareness web page	○	ESD web page highlighting several water issues, including Pollution Prevention, Storm Drain vs. Sanitary Sewer, IPM, Household Hazardous Waste, Automotive Fluids, etc.	The "Water Awareness" page was started as a one-month special information page. In FY 03-04 the page was made a permanent fixture of the City's web page. The City has obtained sophisticated web-tracking software, allowing for the future tracking of hits on sub-pages to the City's main website, such as the Water Awareness page.
PIP 1.A. PIP 2.C. PM 6.F. M 5.A. CB-11	Curbside Courier web page and newsletter	○	Web page and newsletter focused on solid waste issues. Newsletter mailed to city recycling customers. Fall 2003 issue has information on street sweeping, link to WatershedWatch.net. Spring 2004 issue has information and links for proper disposal of Household Hazardous Waste. Updated twice a year.	The City has obtained sophisticated web-tracking software, allowing for the future tracking of hits on sub-pages to the City's main website, such as the Water Awareness page.
PIP 1.A.	Harvest Festival at Prusch Park Farm	○	October 4, 2003. San José staff assisted with the information booth at the Program event.	See Program Annual Report for details.
PIP 1.A. M 5.E.	Festival in the Park – Council District 1	○	September 6, 2003. San José hosted booth. Messages included water conservation, urban runoff, and solid/hazardous waste disposal	Very good resident turn-out. This audience was very interested in doing things "environmentally" and all informational materials were well-received.
PIP 1.A. M 5.E.	Community Festival - Council District 2	○	September 27, 2003. San José hosted booth. Messages included water conservation, urban runoff, and solid/hazardous waste disposal	High quality contacts with approximately 300 residents.
PIP 1.A. M 5.E.	10/18/03 Day in the Park – A multicultural festival	○	San José hosted booth. Messages included water conservation, urban runoff, and solid/hazardous waste disposal	Emphasis at this event was on entertainment and was not conducive to environmental education.
PM 6A	Ants Public Service Announcement on Civic Center Channel 26/26A	○	City cable channel 26/26A ran Ants PSA in February, March and June 2004 during the "San José In Focus" program. "San José in Focus" airs	Obtained PSA from the Program's IPM Outreach workgroup. Using the City's cable channel to air Public Service Announcements is an economical way to reach San Jose

ITEM No.	ACTIVITY	OUTREACH TYPE	FY 03-04 STATUS	EVALUATION
			every Monday, Wednesday, Friday and Sunday at 10am and 7pm.	residents.
<b>Overall Evaluation of General Outreach Activities</b>		○	San José conducts the bulk of general outreach through the Program's Watershed Watch Campaign. The City supplements the Program's efforts with funding and staffing support. See Program Annual Report for details. The City continues to reach out to the general public at selected community events the Watershed Watch Campaign does not attend. These events are good venues to reach San Jose citizens.	
n/a	Storm Sewer Stenciling	◎: Commercial	City staff provided approximately 51 stencils to 36 developers and private businesses for stenciling approximately 322 storm drain inlets. In addition, 81 English, 21 Spanish, and 10 Vietnamese "No Dumping! Flows To Bay" stencils were given to ESD Inspectors to hand out at commercial and industrial businesses.	Storm drain stencils are placed in locations that are highly visible to employees. Including the neighborhood creek name gives residents specific information about how their actions tie in to the local environment. Developers are required as a condition of the permitting process to stencil all storm drains inlets on a development.
IND 6 CB-1.B.	Mobile Surface Cleaner Training Workshops	◎: Commercial	On December 17, 2003 San José hosted one of three Program-sponsored Training and recognition sessions for mobile surface cleaners using BASMAA's training guidelines. San José staff organized this session and conducted the training.	All three workshops provided participants with post-presentation evaluations. 99 of the 101 responses stated the workshop met expectations. See the Program Annual Report for details. BASMAA is currently researching placing this training program online, so it can be accessed on demand without requiring large time and resource commitments from the City. This is a desirable and more efficient alternative to giving localized trainings every two years.
CB-12.A. PIP 2.C.1	Residential Pool BMP	◎: Residential	Worked with Program to design, print and distribute Pool BMP to all residential pool owners in San José and the Santa Clara Valley. Brochure includes information for residential pool/spa/fountain owners, including information on keeping copper and sediments out of the storm sewer system, proper draining techniques, etc.	San José noticed a small increase in calls to ESD Inspectors asking for guidance.
PIP 1.A. PM 6.A. PM 6.F.	Home and Garden Show	◎: Home owners	August 22-24, 2003 .San José provided booth space. Booth Staffed by SCVURPPP staff, co-permittees, and San José staff. See Program report for details. June 4-6, 2004; San José provided booth space, staffed information display, and provided IPM and Household Hazardous Waste information.	At the June event staff at the event talked to over 685 visitors over the course of the 3-day event. Staff distributed over 1860 pieces of literature – 1388 related to Integrated Pest Management and 136 related to Household Hazardous Waste. Staff also distributed 650 pencils and magnets with stormwater messages. Most staff thought the Home Show was a good place to present their messages and materials.
PIP 1.A. PM 6.A. PM 6.F.	IPM Outreach at Orchard Supply Hardware stores	◎: Home owners	10/11/03, 1/17 & 4/3/04. San José staff assisted Program staff with these events.	Although the fact sheets are always available in the store, customers and store personnel may not take the time to read them. Holding in-store events from time to time draws attention to the fact sheet rack and the IPM messages. Future events should be planned for proven high volume days such as No-Tax Days (held quarterly) and Grand Opening Days

ITEM No.	ACTIVITY	OUTREACH TYPE	FY 03-04 STATUS	EVALUATION
				(held occasionally) to ensure the best use of staff time. Display table should be set up closer to the fact sheet rack and pesticide products aisle. Pet owners and parents with small children were most interested in less toxic alternatives. Water quality benefits seemed to be a secondary motivation. See Program Annual Report for additional details.
IND 6.A. PIP 1.A. PM 6.E. PM 6.G. M 5.F. CB-3.D.	Industrial Users Academy	⊙: Industrial	April 28 and 29, 2004. Stormwater issues discussed include: facility inspections, GIASP/NOI requirements, IPM, Mercury, Trash, and General NPDES information.	31 attendees on April 28-29th. 25 submitted evaluations. 100% agreed or strongly agreed that the workshop was useful. 76% indicated an increase in knowledge of NOI requirements. 84% indicated an increase in knowledge of pollution prevention.
IND 6 ICID 4 CB-3.B.	Roof Vent BMP for metal finishers and printed circuit board facilities	⊙: Metal Finishers and PCB Manufacturers	Designed, printed and distributed Roof Vent BMP	BMPs mailed to 300 Industrial Users permitted to the SJ/SC WPCP, including those identified as Metal Finishers and Printed Circuit Board Manufacturers by SIC Code.
CON 7.C.	Conduct outreach sessions to development community	⊙: Developers	Department of Public Works & ESD staff conducted training on erosion and sediment control for private developers of Type 2 projects on September 9, 2003.	30 private developers of Type 2 projects attended. Four topics were covered. First, an overview of erosion and sediment control requirements in the City. Second, two Water Board produced video's were shown: 1) "Hold on to your Dirt – Best Management Practices for Construction sites" and 2) "Keep it Clean – Preventing Pollution from Construction Sites". Third, City's stormwater NPDES Permit was explained. Finally, the City's Watershed Enforcement Procedures were reviewed.
CON 7.C.	Conduct outreach sessions to development community	⊙: Developers	Program and Water Board hosted a training workshop for development community entitled "Construction On Site Planning and Management for Water Quality Protection" on September 25, 2003.  Also erosion and sediment control BMPS were discussed at "Round Table Meetings" with developers, consultants for developers, and Public Works staff. These meetings are held monthly in City Hall.	39 developers attended. The developers were reminded of BMPs for erosion and sediment control at construction sites in preparation for the rainy season that started October 15, 2003. In addition they were shown some of the latest products to prevent stormwater runoff from construction sites by vendors. This annual training plus "Round Table Meetings" are helping to improve communications between City staff and developers as to erosion and sediment control requirements and expectations.
PM 6.D.	Create & provide fact sheets & materials to pesticide retailers to facilitate point-of-purchase outreach to support IPM Store	⊙	There are nine stores in San José participating in the IPM store partnership. This work is done at the Program level. See the Program Annual Report for details.  City staff attended special events at Orchard	This work is done at the Program level. See the Program Annual Report for details. See "IPM Outreach at Orchard Supply Hardware stores" in this table for evaluation information on those events.

ITEM No.	ACTIVITY	OUTREACH TYPE	FY 03-04 STATUS	EVALUATION
	Partnership Program		Supply Hardware stores participating in the Our Water Our World campaign. See "IPM Outreach at Orchard Supply Hardware stores" in this table for details.	
PIP 2.C PM 6.B. M 5.F	Regional Media Relations	☉	Concepts pitched include: First rains/first flush, information on the draft TMDL released by the Water Board, Tips for seeking the services of a pest control operator, and the use of pesticides. Placements include media outlets that serve San Jose residents, including the San Jose Mercury News, KCBS-AM, and other local-serving print, web and radio outlets.	Regional partnership and coordination of media relations allows cities to pool their messages and resources into one consistent effort. Overall, 44 articles and broadcast stories were covered by the media in FY 03-04, including 13 print articles, 20 radio stories, and 11 web stories.  See Regional Media Relations Campaign Final Report for full details.
PIP 2.C.1 PM 6.A. PM 6.B.	Pesticide Outreach	☉	Participate in regional IPM campaign through BACWA/BAPPG and SCVURPPP/BACWA. Pesticide messages delivered through Watershed Watch Campaign, SCVURPPP ads, and Regional Media Relations work group activities (articles, on air interviews.) Program hosted Pest Control Operators training Workshop.	See Program Annual Report for info on PCO Workshop
PIP 2.C.1 PM 6.A. PM 6.B.	'Worms Eat Our Garbage' Workshop	☉: Residents; schools	October 25, 2003. One-day workshop held in conjunction with the Master Composters. Attendees learned about composting and vermicomposting. Pesticide management information was also available.	75 attendees. Distributed "Our Water Our World" fact sheets and highlighted the connection between composting and integrated pest management.. The audience was too specialized and advanced for the City's messages.
PIP 2.C.1 M.5.E	Mercury Outreach	☉	San José staff assisted Program staff on creation of online Mercury fact sheets for residents and businesses on the WatershedWatch.net website.	See Program Annual Report for details.
PIP 2.A.	"CityLine" Article on P2 and IPM	☉: City Employees	In April 2004, IPM was the focus of a pollution prevention article that appeared in "City Line", an on-line newsletter for City employees. The article focused on personal responsibility, and offered several ways for City employees to prevent pollution at home and at work.	Over 6,000 employees receive "CityLine"
<b>Overall Evaluation of Targeted Outreach activities</b>		☉	FY 03-04's targeted efforts focused on pesticides and IPM. Additional targets included: sediments, Copper and Nickel, Mercury, and general Pollution Prevention. At the local level San José has been able to successfully direct a variety of messages to a wide array of audiences through in-store events, training workshops, direct mailing and collaborative efforts at the Regional level. Targeted outreach has been the most difficult to implement at the Program-wide level, primarily because of prioritization and staffing constraints. The Program's targeted outreach focus has been, appropriately, readying the co-permittees' staff for implementation of C.3.	
PIP 3.B.	Coastal Clean-up Day	✋	September 20, 2003. Promoted event in the ESD newsletter and on the City web site.	Over 1,100 volunteers total. Over 18,000 pounds of trash removed total. 10 out of 24 sites in the County in San José.

ITEM No.	ACTIVITY	OUTREACH TYPE	FY 03-04 STATUS	EVALUATION
				Volunteers surveyed after the event. See the Santa Clara Valley Water District's Annual Report for details.
PIP 1.A. PIP 3.A.	Great American Pick Up		April 24, 2004. ESD, PRNS, DoT, City Manager's Office, Mayor's Office, SJPD, City Attorney's Office planned & coordinated event in San José. City of Campbell & County of Santa Clara participated as well.	30 clean-up sites, 3 per Council District. Green Team, NorCal, and Orchard Supply Hardware Stores also contributed. City obtained a grant from California Department of Conservation to help fund supplies. 607 volunteers picked up 725 bags of litter.
PIP 3.B.	National Rivers Clean-up Day		May 15, 2004. Promoted event in the ESD newsletter and on the City web site.	Over 800 volunteers total. Over 16,000 pounds of trash removed total. 16 out of 32 sites in the County in San José. Volunteers surveyed after the event. See the Santa Clara Valley Water District's Annual Report for details.
PIP 3.A.	National Bike to Work Day		May 20, 2004. City hosted five "energizer stations" with drinks and information to give out to bikers. Over 200 people rode by or stopped at the City's energizer stations.	Both stormwater and air quality benefit from the reduced number of cars on the road. Encouraging people to use alternative modes of transportation highlights this benefit and encourages public participation.
<b>Overall Evaluation of Citizen Participation Outreach Activities</b>			Tying efforts to pre-existing events such as Coastal Clean-up Day and National Rivers Week is a good way to maximize promotion. Advertising paid for by regional entities is a useful for raising awareness locally.	
PIP 1.B.	Wacky Watersheds Workshops		November 1, 2003 and April 1, 2004. Presented South Bay Water Connections curriculum to middle school educators within San Jose/Santa Clara Water Pollution Control Plant service area. The educators were also given a tour of the Don Edwards San Francisco Bay National Wildlife Refuge.	9 attendees in November, 12 attendees in April, 21 Total in FY 03-04
PIP 1.C.	Children's Faire Enviroscene Presentation		April 17, 2004. Stormwater presentation with Enviroscene watershed model presented as part of the event's activities.	Over 750 students and adults reached.
PIP 1.A. PIP 1.B. PIP 1.C.	Water Wizard Festival		May 28, 2004. Water education festival for 3 <sup>rd</sup> graders. The purpose of the festival was to increase the awareness of the importance of water and promote stewardship of water as a resource. ESD taught 3 activities related to the City's mission concerning water and watershed issues. The messages taught were: Pollution Prevention Difference between Storm and Sanitary Sewer Systems Value of Recycled Water Value of the Treatment Plant Importance of Soil and the Value of composting	320 students from San José public schools. Pre- and post-testing of each student showed knowledge increases in all areas: Up 9% in knowing that the water we use at home affects our rivers. Up 16% in knowing Polluted water is not good to drink. Up 5% in knowing all living things need water. Up 24% in knowing that we live in a watershed.

ITEM No.	ACTIVITY	OUTREACH TYPE	FY 03-04 STATUS	EVALUATION
PIP 1.B. PIP 1.C.	Water Awareness Program		Presentations focusing on Pollution Prevention. <i>It's Wet It's Wild It's Water!</i> Curriculum distributed to teachers. See 11.D: <i>FY 03-04 San José School Outreach</i> for details.	3048 people reached 768 students in targeted grades 5-7 reached. 20 survey forms submitted, all rating presentation as Good or Excellent
PIP 1	Slow the Flow		Grant to Don Edwards Alviso Environmental Education Center to host 9 different types of events: special events, interpretive programs, teacher orientation, field trips, in-class presentations, outreach presentations, workshops, special visits and interpretive displays.	This program reached an estimated 4165 students and adults in the SJ/SC WPCP Tributary area in 03-04. Exit surveys were administered. 18% learned something new about watersheds, 30% learned something new about creek and bay habitats, 17% learned something new about water conservation, 20% learned something new about preserving and protecting the Bay, and 15% learned something new about preventing urban runoff pollution. Another increase we have seen over the years is a willingness to change behavior. One of the exit questions asked is, "Do you plan to do something different in order to protect water quality?" Those visitors who answered yes have grown to over 70%. Of those answering no, many already do most of the things recommended.
PIP 1.B.	Youth Watershed Education Grants		Four grants given in FY 03-04: Youth Science Institute's Walk on the Watershed, Guadalupe River Park & Garden's After School Enrichment, Hacienda Elementary School's Hacienda Watershed Science, and John Muir Middle School's EcoTeach program.	Walk on the Watershed's audience of 4,500 utilized an outdoor teaching area on the restored Viola Anderson Native Plant Trail developed by the grant. After School Enrichment gave three 1.5-hour workshops to 45 seven to ten-year-olds focusing on the watershed connection between soil, storm drains and the Guadalupe River. Hacienda Watershed Science included plant propagation experiments for K-5 students, bussing 1st graders to the Alviso Wildlife Refuge for Wetlands Round field trips, and bussing 3rd graders to Alum Rock Park to perform water quality experiments, reaching a total of 680 students. EcoTeach supported John Muir's Program to take 20 students on a Field Trip to Costa Rica to study and compare the Guadalupe Watershed here to a Costa Rican watershed. Grant provided supplies to study the Guadalupe Watershed.
<b>Overall Evaluation of Education Outreach Activities</b>			Education continues to be a vital component of San José's pollution prevention plan. The City actively contributes to education both as a City and through the Program. San José commits significant resources to youth education with the goal of instilling a sense of stewardship for the environment. San José employs both in-class education and train-the-trainer approaches to Outreach. In-class presentations are more expensive per student reached, but lend themselves better to evaluation. Train-the-trainer has the potential to reach many more students, but it is extremely difficult to measure the effectiveness of this potential. Youth Watershed Education Grants provide funding for groups and educators to implement their own programs that accomplish the City's education goals.	

**FY 03-04 San José School Outreach**

Program & Description	Contractor	Type of Program	Target Grade	Location	School Name	School Location	# events held	# students reached	Evaluation Included?
<b>Bussing for Creek Program</b> Bussing for San José students participating in Cupertino's 3rd grade creek program	City of Cupertino	Teacher Training, Field Trip	3	See Cupertino data for details	See Cupertino data for details	San José	See Cupertino data	See Cupertino data	See Cupertino data
<b>Youth Watershed Education Grant</b> Grant program for the SJ/SC WPCP Tributary Area that focus on: supporting watershed projects for youth education; curriculum development; field trips; adoption and implementation of watershed-based curricula; teacher or youth leader-training.	none	Other	K-12	various	4 grants to 2 schools and 2 non-formal education groups	multiple locations	4	5245	yes
<b>Wacky Watersheds Workshop</b> Focus: hands-on training to explore the concepts of water use, wastewater treatment, pollution prevention and watershed protection	None (Partnered with RAFT)	Teacher Training	K-12	RAFT	multiple schools	multiple locations	2	21 teachers	yes
<b>Water Awareness Program</b> also known as Rangers in Schools. Classroom presentation + distribution of "It's Wet It's Wild It's Water!" curriculum. Presentations also done at selected community events and non-formal education groups like the Boy Scouts.	San José Park Rangers	Presentation	5-7 <sup>th</sup> , but reached as young as 1 <sup>st</sup> and as old as 11 <sup>th</sup> .	San José	multiple schools and community events	San José	21	3068 total	Surveys given to teachers
<b>Water Wizard Festival</b> May 28, 2004. Water education festival for sixteen 3rd grade classes, funded by a YWEG grant. Purpose: to increase the awareness of the importance of water and promote stewardship of water as a resource. ESD taught 3 activities related to our mission concerning water and watershed issues. The messages taught were: Pollution Prevention (P2), Difference between Storm and Sanitary Sewer Systems (DSS), Value of Recycled Water (RW), Value of Treatment Plant (TP), and Importance of Soil and the Value of composting	Guadalupe River Park and Gardens, SCVWD, YSI, Alviso EEC, CDM	Presentation	3	Guadalupe River Park and Gardens	Willow Glen Elementary Summerdale Elementary Gardner Elementary Anne Darling Elementary	San José	1	320	yes
<b>Slow the Flow</b> In-class presentations, field trips, teacher training, and more. Students explore the concepts of water use, wastewater treatment, habitat protection using Zoology, Life Science, Integrated Science, Chemistry, Physical Science, Environmental Science, Biology, Engineering,	Don Edwards SF Bay National Wildlife Refuge	Presentation, Field Trip, Teacher Training, Other	5-12th	Alviso Environmental Education Center	see below	n/a			yes



Program & Description	Contractor	Type of Program	Target Grade	Location	School Name	School Location	# events held	# students reached	Evaluation Included?
and Marine Science.									
Special Events		Field Trip			not tracked by individual school		5	845	
Interpretive Programs		Field Trip			not tracked by individual school		28	240	
Teacher Orientation		Teacher Training			not tracked by individual school		2	3	
Field Trips		Field Trip			Total (Field Trips)		32	848	
Special Events		Field Trip			not tracked by individual school		5	845	
Outreach Presentations		Presentation			not tracked by individual school		13	788	
Workshops		Teacher Training			not tracked by individual school		1	12	
Special Visits		Field Trip			not tracked by individual school		0	0	
Interactive Display Visitors		Other			not tracked by individual school		4000	4000	
In Class Presentations		Presentation		Multiple locations	Multiple schools	Multiple locations	26	2521	

### **Outreach Materials Distributed**

*(in accordance with IND 6.a.)*

BMP Issued by Watershed Enforcement Inspectors	Total
A Clear Look at Our Water booklet	35
Auto Dismantlers Best Management Practices brochure (Spanish)	23
Auto Dismantlers Best Management Practices brochure (Vietnamese)	12
Auto Dismantlers BMP brochure	33
Auto Facts: How to Dispose of Automotive Fluids Correctly	35
Bay Begins (English)	499
Bay Begins (Spanish)	177
Bay Begins (Vietnamese)	112
Blueprint for a Clean Bay booklet	48
BMP for Hospitals and Health Care Facilities binder	0
BMP for Industrial Storm Water Pollution Control booklet	5
BMP for Machine Shops booklet	36
BMP for Printing and Photoprocessing Operations booklet	11

<b>BMP Issued by Watershed Enforcement Inspectors</b>	<b>Total</b>
BMP for the Construction Industry - Earth-moving Activities tri-fold pamphlet	5
BMP for the Construction Industry - General Construction and Site Supervision tri-fold pamphlet	15
BMP for the Construction Industry - Heavy Equipment Operation tri-fold pamphlet	7
BMP for the Construction Industry - Landscaping, Gardening, and Pool Maintenance tri-fold pamphlet	7
BMP for the Construction Industry - Mortar Application tri-fold pamphlet	27
BMP for the Construction Industry - Painting and Application of Solvents and Adhesives tri-fold pamphlet	16
BMP for the Construction Industry - Roadwork and Paving tri-fold pamphlet	8
Builders Recycle Guide	1
Certified Surface Cleaners List	0
Clean Bay Blueprint poster	17
Clean It	1
Construction Storm Water Pollution Control Compliance binder	4
Controlling Ants in your House (English)	0
Controlling Ants in your House (Spanish)	0
Controlling Aphids in your Garden	0
Controlling Snails and Slugs in your Garden	0
Controlling Yellowjackets around your Home	0
Dewatering from Construction Sites	3
Do It Right poster (Spanish/English)	177
Do It Right poster (Vietnamese/English)	66
Draining Pools and Spas	14
Fat-Free Sewer - Grease	5
Get to the Root of the Problem!	0
Good Cleaning Practices to Protect Our Creeks and Bay tri-fold brochure (Chinese)	109
Good Cleaning Practices to Protect Our Creeks and Bay tri-fold brochure (English)	713
Good Cleaning Practices to Protect Our Creeks and Bay tri-fold brochure (Korean)	14
Good Cleaning Practices to Protect Our Creeks and Bay tri-fold brochure (Spanish)	459
Good Cleaning Practices to Protect Our Creeks and Bay tri-fold brochure (Vietnamese)	222
Grease Guide	145
Guidelines for Vehicle Service Facilities - Body Work pamphlet	95
Guidelines for Vehicle Service Facilities - Body Work pamphlet (Spanish)	55
Guidelines for Vehicle Service Facilities - Body Work pamphlet (Vietnamese)	29
Guidelines for Vehicle Service Facilities - Changing Oil and Other Fluids pamphlet	112
Guidelines for Vehicle Service Facilities - Engine & Parts Cleaning and Radiator Flushing pamphlet	80
Guidelines for Vehicle Service Facilities - Keeping a Clean Shop pamphlet	170
Guidelines for Vehicle Service Facilities - Tips for Managers of Vehicle Service Facilities pamphlet	109
Guidelines for Vehicle Service Facilities - Washing Cars and Other Vehicles pamphlet	77

<b>BMP Issued by Watershed Enforcement Inspectors</b>	<b>Total</b>
Guidelines for Vehicle Service Facilities - Washing Cars and Other Vehicles pamphlet (Spanish)	30
Guidelines for Vehicle Service Facilities - Washing Cars and Other Vehicles pamphlet (Vietnamese)	22
Guidelines for Vehicle Service Facilities pamphlet s et	4
Hazardous Waste Disposal Program for Small Businesses in Santa Clara County tri-fold brochure	13
Help Prevent Illegal Dumping	2
Home Maintenance Tips	15
Household Hazardous Waste Disposal Program in Santa Clara County tri-fold brochure	9
IC/ID Card for Concrete Work (English/Spanish/Vietnamese)	41
IC/ID Card for Engine Degreasing (English/Spanish/Vietnamese)	41
IC/ID Card for General Dumping Into Storm Drain (English/Spanish/Vietnamese)	79
IC/ID Card for Grey Water (English/Spanish/Vietnamese)	207
IC/ID Card for Hazardous Waste	0
IC/ID Card for Landscape Maintenance (English/Spanish/Vietnamese)	20
IC/ID Card for Overwatering (English/Spanish/Vietnamese)	1
IC/ID Card for Painting (English/Spanish/Vietnamese)	29
IC/ID Card for Residential Car Washing (English/Spanish/Vietnamese)	48
IC/ID Card for Saw Cut Slurry (English/Spanish/Vietnamese)	11
IC/ID Card for Sediments (English/Spanish/Vietnamese)	27
IC/ID Card for Storing Landscape Materials (English/Spanish/Vietnamese)	10
IC/ID Card for Vehicle Fluids (English/Spanish/Vietnamese)	226
Keep Pollutants From the Drain Post-It Notes	2
Keep Your Shop in Tune and Protect the Bay poster	3
Keeping It All In Tune	64
Keeping It All In Tune (Spanish)	22
Landscaping While Protecting Our Creeks	7
Landscaping, gardening, pool maintenance	0
Mobile Cleaner BMP CETA stapled sheets	91
Paint - Safe Use and Disposal poster	2
Pests bugging you?	0
Pollution From Surface Cleaning glossy tri-fold folder	22
Pollution Prevention Tips for Carpet Cleaners tri-fold brochure	16
Prevent Illegal Dumping	0
Preventing Storm Drain Pollution booklet	1,025
Resource Phone Card, Laminated	0
Resource Sheet for Storm Drain Protection	31
Resources for Pollution Prevention and Water Conservation	6
Restaurant Poster and Checklist	857

<b>BMP Issued by Watershed Enforcement Inspectors</b>	<b>Total</b>
Safe Use and Disposal of Pesticides	1
Sanitary sewer tri-fold.	0
Sawcut Slurry tri-fold brochure	7
Spill Response Sheet	2
Storm Drain Permit Requirements Checklist	17
Storm Drain Stencil	166
Storm Drain Stencil (Spanish)	58
Storm Drain Stencil (Vietnamese)	17
Streets & Traffic Brochure	4
Switching to Water-Based Solutions for Parts Cleaning booklet	2
Where your water goes	1
Your Shop Can Make a Difference	46
<b>Total</b>	<b>7,092</b>

## 12. MC: Municipal Compliance

### 12.A MC Work Plan Self Evaluation Matrix

ITEM No.	ACTIVITY	COMPLIANCE DATE	FY 03-04 STATUS	RESPONSIBLE PARTY
<b>MC 1</b>	<b>Municipal Training</b> Municipal Training is a critical function of the City's NPDES Permit. Municipal compliance is dependent on the level and quality of the training provided.			
MC 1.A	Identify training needs	Annually	Done FY 03-04. Rural Public Works SOP and C.3 Implementation (Numeric Sizing Requirements) were identified as needed and training was conducted.	ESD
MC 1.B	Develop curricula	As Needed	Done FY 03-04 for training noted in MC 1.A.	ESD
MC 1.C	Conduct training	Annually	Done FY 03-04. See 12.D: <i>Municipal Employee Training Summary</i> .	ESD
<b>MC 2</b>	<b>Municipal Facilities Assessment and Compliance</b> Municipal facilities are required to comply with storm water regulations. Efforts to reduce contaminated discharges from City facilities must be similar to those required of private businesses. While many elements for permit compliance are in place, the City requires a systematic approach to City facilities compliance at the level of effort required in the URMP.			
MC 2.A	Conduct Corp Yard assessments and inspections	Annually	Done. Annual Corp Yard stormwater inspections were completed in the first two quarters of 2004. Quarterly Hazardous Material inspections, which include stormwater issues, were conducted in FY 03-04.	ESD
MC 2.B	Municipal Facilities SWPPPs	Annually	Done. Four (4) Municipal facility SWPPPs (Main Yard, Mabury Yard, South Yard, and West Yard) were updated in FY 03-04.	GS, DOT, ESD
MC 2.C	Develop and formalize policies to develop proper disposal of mercury containing products	Annually	Deleted. Superseded by Mercury Work Plan	ESD
<b>MC 3</b>	<b>Integrated Pest Management</b> Assist with development of performance standards for integrated pest management for municipal use and comply with requirements developed.			
MC 3.A	Assist with performance standard development	Done 6/01	Done FY 01-02	
MC 3.B	Coordinate implementation of performance standard	6/02	Deleted. Superseded by PM Work Plan	
MC 3.C	Create and update existing policies and ordinances	6/02	Deleted. Superseded by PM Work Plan	

## 12.B MC Program Evaluation

ITEM No.	ACTIVITY	FY 03-04 EVALUATION	CHANGES FOR FY 04-05 (IF APPLICABLE)
MC 1	Municipal Training	<p>During FY 03-04 the City of San José conducted municipal training for all required Program Elements. In addition staff attended several outside trainings related to storm water pollution prevention, integrated pest management, hazardous materials handling, and NPDES C.3 requirements. City continued to stress “how to keep mud out of the streets” at construction sites at erosion and sediment control trainings for inspectors and developers. Field crews for the Department of Transportation received annual training and updates on storm water BMPs/SOPs related to their jobs. Muni Water staff produced a video on its sump/vault program and showed it to staff at its annual training. Staff critiqued video and discussed the pros and cons after viewing. Restaurant training was conducted for watershed enforcement inspectors to ensure staff was knowledgeable of current BMPs/SOPs. Enforcement staff also conducted a food facility workshop for 22 representatives of seven food chain facilities.</p> <p>Training continues to be a vital part of the urban runoff program. The goal is to ensure storm water pollution prevention activities are incorporated in all City operations. As part of continuing improvement goals, staff is examining ways to improve municipal training for FY 04-05.</p>	
MC 2	Municipal Facilities Assessment and Compliance	<p>Annual Corp Yard stormwater inspections were completed in the first two quarters of 2004. Quarterly Hazardous Material inspections, which include stormwater issues, were conducted in FY 03-04. A Citywide semi-annual meeting to discuss Hazardous Material, Safety, and Stormwater issues was held in December 2003 – the semi-annual meetings have proven to be effective in improving the coordination between GS staff, ESD staff and Corp Yard representatives.</p> <p>The Main Corp Yard was inspected by Tetra Tech in December 2003 – See 12.C MC Response to Water Board Comments for details.</p>	Issues identified at the Main Yard will be incorporated into the review of other City corporation yards for future inspections.

## 12.C MC Response to Water Board Comments

ITEM REFERENCE	WATER BOARD COMMENTS	SAN JOSE RESPONSE	CHANGES FOR FY 04-05 (IF APPLICABLE)
	<p>From Program Evaluation Report, Tetra Tech, Inc, January 2004:</p> <p>The Main Corporation Yard lacked adequate storm water BMPs.</p> <p>The evaluation team inspected the City’s Main Corporation Yard at 696 North 6th Street. Although a SWPPP had been developed for the yard and the site was largely in compliance, several storm water problems were identified:</p> <ul style="list-style-type: none"> <li>▪ Street sweeping debris was piled next to a downspout and less than 10 feet from a storm drain inlet. The City should identify a location for this</li> </ul>	<p>Specific to the main yard, the following has been done to address concerns raised in the report:</p> <ul style="list-style-type: none"> <li>▪ Street sweeping debris: A sweeper berm (nearby the washrack area of Building 500) was constructed after the review to provide a suitable location for street sweeping debris.</li> <li>▪ Hoses on building exterior: Hoses have been removed and specific information about the prohibition of outdoor cleaning with drainage to storm drains is being incorporated into employee training.</li> <li>▪ Spill prevention / Berms in Maintenance Bays :</li> </ul>	Issues identified at the Main Yard will be incorporated into the review of other City corporation yards for future inspections.

ITEM REFERENCE	WATER BOARD COMMENTS	SAN JOSE RESPONSE	CHANGES FOR FY 04-05 (IF APPLICABLE)
	<p>debris that is protected from storm water runoff.</p> <ul style="list-style-type: none"> <li>▪ A number of hoses were connected to outside faucets, with some evidence of outside washing. The permit prohibits most non-storm water discharges. Maintenance staff should receive training on the prohibitions in the permit, and in most cases these hoses should be removed.</li> <li>▪ Several maintenance bays did not include internal drains or berms to prevent spills inside the bay from entering the storm drain less than 10 feet from the entrance to the bay. The City should consider installing berms or other controls to prevent spills from entering the storm drain.</li> <li>▪ Although a spill kit was available at the fueling island, the signage for the spill kit was missing.</li> </ul>	<p>Initial fabrication work is underway for a Lube Shop berm with completion expected no later than August 2004.</p> <ul style="list-style-type: none"> <li>▪ Spill Kit Signage: Signage to identify the spill kit has been replaced. Staff is in the process of coordinating with Fire Department on concerns about untrained personnel doing any measure of clean-up.</li> </ul>	

## 12.D MC Summary Tables / Additional Information

### *Municipal Employee Training Summary*

PS ID #	DATE OF TRAINING	TOPIC	SPONSORED OR HELD BY	DIVISION/SECTION ATTENDING	# ATTENDED	TENTATIVE FY 04-05 SCHEDULE
ICID 3A & 3B	7/15/03	WE Annual Training on ICID, CON procedures & Update on Database	ESD Watershed Enforcement	ESD Watershed Enforcement Inspectors	10	6/05
ICID 3A & 3B	11/03	Environmental Enforcement Data Management System	Enfotech	ESD Watershed Enforcement Inspectors	11	TBD
ICID 3A & 3B	02/04	Presentation to City of Los Altos Code Enforcement staff on construction inspection procedures and construction Best Management Practices (BMP's)	ESD Watershed Enforcement	City of Los Altos Code Enforcement staff	4	TBD
ICID 3A & 3B	04/28/04 & 04/29/04	NPS Pollution Prevention	Industrial Users Academy (ESD)	Permitted Industrial Users	29	TBD
IND 5B & 5C	7/15//03	WE Annual Training on IND procedures& Restaurant Program	ESD Watershed Enforcement	ESD Watershed Enforcement Inspectors	10	6/05
IND 5B & 5C	09/03	8-hour Hazwop ( Hazardous Waste Operations) Annual refresher	Network Environmental Systems	ESD Watershed Enforcement Inspectors	10	TBD
IND 5B & 5C	01/04	Mobile Cleaner Presentation	ESD	ESD Watershed Enforcement & ESD Urban Runoff Program staff	11	TBD

<b>PS ID #</b>	<b>DATE OF TRAINING</b>	<b>TOPIC</b>	<b>SPONSORED OR HELD BY</b>	<b>DIVISION/SECTION ATTENDING</b>	<b># ATTENDED</b>	<b>TENTATIVE FY 04-05 SCHEDULE</b>
IND 5B & 5C	04/04	Hazardous Materials Investigation	Santa Clara County DA's Office	ESD Watershed Enforcement Inspector	1	TBD
IND 6A	09/03	WE Restaurant Program – Informational Presentation	ESD Watershed Enforcement	ESD Mid Managers Meeting	40	TBD
IND 6A	2/05/04	Food Facility Workshop	ESD Watershed Enforcement, ESD Point Source Inspection & ESD Engineering	Representatives from seven food chain facilities	22	TBD
IND 6A	3/16/04 & 3/17/04	Control of Fats, Oils, and Grease (FOG)	The Water Environment Federation & the California Water Environment Association	ESD Watershed Enforcement Inspectors	4	TBD
MON 3B	Done, 9/97					N/A
NDC 9A, 9B, & 9D	10/08/03	NPDES C.3 Training	SCVURPPP	PB&CE & DPW	6	TBD
NDC 9A, 9B, & 9D	10/15/03	NPDES C.3 Training (Numeric Sizing Requirements)	PB&CE	In house – PB&CE Planners	35	TBD
NDC 9A, 9B, & 9D	10/29/03	Understanding Potential Hurdles To Using Better Site Designs for Water Quality Protection – A First Step Towards Resolving Conflicts, Real or Imaginary (Strips, Swales, Sod & Storm Water – Drainage to Landscaping)	SCVURPPP	DPW & DOT	3	TBD
NDC 9A, 9B, & 9D	11/12/03	Understanding Potential Hurdles To Using Better Site Designs for Water Quality Protection – A First Step Towards Resolving Conflicts, Real or Imaginary (What May bungle the Building of better Buildings)	SCVURPPP	DPW & PB&CE	5	TBD
NDC 9A, 9B, & 9D	12/10/03	Understanding Potential Hurdles To Using Better Site Designs for Water Quality Protection - A first Step Towards Resolving Conflicts, Real or Imaginary (What's the Stall – and – assessing the Accessibility of Sidewalks and Pathways)	SCVURPPP	ESD & DPW	4	TBD
NDC 9A, 9B, & 9D	01/29/04	Overcoming Hurdles To Using Better Site Designs – Real World Experience Incorporating Water Quality-Friendly Designs Into Development Projects	SCVURPPP	ESD, PB&CE, DPW	11	TBD



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PS ID #	DATE OF TRAINING	TOPIC	SPONSORED OR HELD BY	DIVISION/SECTION ATTENDING	# ATTENDED	TENTATIVE FY 04-05 SCHEDULE
NDC 9A, 9B, & 9D	03/17/04	NPDES C.3 Training – Storm Water Management BMPs in Library Bond Construction Projects	ESD	PW Library Bond Team	5	TBD
NDC 9A, 9B, & 9D	03/24/04	NPDES C.3 Training	DPW	DPW Transportation & Development Services Division staff	25	TBD
NDC 9A, 9b, & 9D	4/15/04	NPDES C.3 Training – Storm Water Management BMPs in Public Safety Bond Construction Projects	ESD	PW Public Safety Bond Team	10	TBD
NDC 9A, 9b, & 9D	5/03/04	NPDES C.3 Training – Operational Elements in Storm Water Management BMPs in Public Construction Projects	ESD	General Services Landscape Facilities Maintenance Group	3	TBD
NDC 9A, 9B, & 9D	05/20/04	NPDES C.3 Training	PB&CE	Public Information Counter Training for PB&CE staff	29	TBD
NDC 9A, 9B, & 9D	05/27/04	NPDES C.3 Training	DPW	DPW Executive Management staff	30	TBD
NDC 9A, 9B, & 9D	06/03/04	NPDES C.3 Training	SCVURPPP	Airport, ESD, PB&CE, DPW	19	TBD
CON 2C	09/17/03	Erosion Control Training for Upcoming Wet Season	DPW	In house – DPW Transportation & Development Services Division staff	35	09/04
CON 6C	09/16/03	Erosion and Sediment Control Training for Building Inspectors	ESD & PB&CE	Building Inspectors from PB&CE	33	09/04
CON 6C	09/24/03	Construction Site Planning and Management for Compliance with NPDES Requirements  (Note: SCVURPPP is not sponsoring the municipal session of this training in FY 04-05. City employees who need training can attend the Water Board-sponsored sessions for a fee.)	SCVURPPP & Water Board	ESD, DPW, PRNS	25	See Note under Topic
CON 6C	09/30/03	Erosion and Sediment Control Training for Building Inspectors	ESD & PB&CE	Building Inspectors from PB&CE	41	09/04
CON 6C	11/03	WE pre-season inspection procedures	ESD	In house – Watershed Enforcement Inspectors	10	TBD
CON 7C	09/09//03	Erosion & Sediment Control Training for Type 2 development Projects	ESD & DPW	Private Developers	30	TBD
CON 7C	09/25/03	Construction Site Planning and Management for Compliance with	SCVURPPP & Water Board	Private Developers	39	10/12/04

<b>PS ID #</b>	<b>DATE OF TRAINING</b>	<b>TOPIC</b>	<b>SPONSORED OR HELD BY</b>	<b>DIVISION/SECTION ATTENDING</b>	<b># ATTENDED</b>	<b>TENTATIVE FY 04-05 SCHEDULE</b>
		NPDES Requirements				
CON 8A	11/18/03	Erosion Control Contract Language to Include in CIP Projects	ESD & DPW	DPW - CIP Project Managers	17	TBD
PSR 3C & 3E	5/17/04	DOT Crew Storm Water BMP/SOP Training	ESD	DOT – Field crews	31	05/05
PSR 3C & 3E	5/18/04	DOT Crew Storm Water BMP/SOP Training	ESD	DOT – Field crews	26	05/05
PSR 3C & 3E	5/19/04	DOT Crew Storm Water BMP/SOP Training	ESD	DOT – Field crews	7	05/05
PSR 3C & 3E	5/20/04	DOT Crew Storm Water BMP/SOP Training	ESD	DOT – Field crews	50	05/05
PSR 3C & 3E	5/25/04	DOT Crew Storm Water BMP/SOP Training	ESD	DOT – Field crews	20	05/05
PSR 3C & 3E	5/26/04	DOT Crew Storm Water BMP/SOP Training	ESD	DOT – Field crews	43	05/05
PSR 3C & 3E	5/27/04	DOT Crew Storm Water BMP/SOP Training	ESD	DOT – Field crews	22	05/05
PSR 6C	3/18/04	PRNS Rural Public Works SOP Training	ESD	PRNS staff	2	03/05
PSR 6C	3/25/04	PRNS Rural Public Works SOP Training	ESD	PRNS & GS staff	22	03/05
SDO 3A	12/03/03	DOT Contract Manager Training	ESD	DOT – Contract Managers	4	12/05
PM 4B	11/04/03	Putting Integrated Pest Management Into Practice – A Workshop For the Pest Management Professional	SCVURPPP	ESD Urban Runoff staff	1	TBD
PM 4B	11/20/03	City of San José IPM Training	ESD, SCVWD, GS, DOT, Target Specialty Products	PRNS, GS (Parks), DOT, GSA, DPW	85	TBD
PM 4B	06/07/04	Public Agency's Regional IPM Conference, Santa Clara County	Santa Clara County	ESD, DOT, DPW	4	TBD
M 5C	12/03	ESD staff presentation on proper procedures for collecting and disposing of Mercury containing products at City wide Hazardous Materials Management Meeting	General Services Department	GSD, ESD, SJPD, DOT, PRNS, DPW	22	TBD
WUOM 3B	12/12/03	Water Utility Operations & Maintenance Discharge Training	ESD (Muni Water)	Muni Water Operations & Maintenance Crews	12	12/05

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## 13. CNAP: Copper / Nickel Action Plans

### 13.A CNAP Work Plan Self Evaluation Matrix

ITEM No.	ACTIVITY	COMPLIANCE DATE	FY 03-04 STATUS	RESPONSIBLE PARTY
<b>CB-1</b>	<b>Vehicle Washing Operations</b>			
CB-1.A.	Have member of San José team trained to lead mobile cleaners certification seminar.	Done FY 02-03		ESD
CB-1.B.	Support Program in providing training to mobile surface cleaners.	6/30/04	3 workshops given in FY 03-04: one at each POTW. See Section 11.D: <i>PIP Activities Table</i> for details	ESD
CB-1.C.	Distribute coupons in support of Program partnership with Western Car Wash Association	9/30/03	Done, FY 03-04. See Section 11.D: <i>PIP Activities Table</i> .	ESD, Program
CB-1.D.	Develop and distribute charity car wash outreach material.	Done FY 02-03	Done FY 02-03.	ESD WE
<b>CB-3</b>	<b>Industrial Discharges</b>			
CB-3.A.	Work with Program to discuss results of CSJ outreach efforts and potentially develop improvements to the IND Performance Standard.	6/30/04	Deferred to FY 04-05 to coincide with Program review of IND Performance Standard.	
CB-3.B.	Publish BMP info on copper from roof vents.	Done FY 00-01	Done, FY 00-01.	ESD
CB-3.C.	Continue distribution of info regarding copper from roof vents. Develop BMP for distribution and mail to permitted industries.	3/31/04	Done, FY 03-04. See Section 11.D: <i>PIP Activities Table</i> . Article previously published in Tributary Tribune newsletter was as separate piece and distributed all industrial users in the San José and SJ/SC WPCP service area. Information is also available on ESD website.	ESD, WE
CB-3.D.	Continue NOI Filers project.	Ongoing	Ongoing. See IND section. NOI requirements are taught at Industrial User Academy. Watershed Enforcement inspectors check for NOI status as part of routine facility inspections and educate as needed.	ESD, WE
<b>CB-6</b>	<b>Reduce Traffic Congestion</b>			
CB-3.A.	Summarize San José efforts that address traffic congestion management.	6/30/04	Done. See Section 13.D: <i>Traffic Congestion Management Activities</i> .	
<b>CB-8</b>	<b>Watershed Assessments and New Development</b>			
	See NDC section for details on San José implementation of C.3 permit provisions.			
<b>CB-11</b>	<b>Measures to improve street sweeping controls and stormwater system operation and maintenance</b>			

<b>ITEM No.</b>	<b>ACTIVITY</b>	<b>COMPLIANCE DATE</b>	<b>FY 03-04 STATUS</b>	<b>RESPONSIBLE PARTY</b>
CB-11.A.	Track quantitative data on the tons of material removed and disposed and other relevant street sweeping program data.		Due to budget constraints, the residential street sweeping returned to a once per month frequency in January 2004. This followed 18 months of implementing the program at 2 sweeps per month. Concurrently with the frequency reduction, the area in which parking restrictions are enforced was broadened from 80 to 120.3 curb miles. The intent was to maximize the cost effectiveness of the program.  In FY 03-04 Approximately 11,404 tons of material was collected during all street sweeping operations.	ESD, DOT
<b>CB-12</b>	<b>Measures to control copper discharges from pools and spas</b>			
CB-12.A.	Work with SCVURPPP to develop outreach material directed at pool owners.	Done FY 02-03		ESD
CB-12.A.	Work with SCVURPPP to develop and implement distribution plan for the pool materials.	6/30/04	Done, FY 03-04. See Section 11.D: <i>PIP Activities Table</i> .	ESD
CB-12.A.	Distribute outreach materials at events, public counters, and post on City website.	6/30/04	Done, FY 03-04 & Ongoing See Section 11.D: <i>PIP Activities Table</i> .	ESD
<b>CB-21</b>	<b>Measures to discourage architectural use of copper</b>			
CB-21.A.	Continue to discourage architectural use of copper during Planning application review.	Ongoing	Ongoing. As projects undergo Planning review, urban runoff comments, including comments discouraging architectural use of copper in development projects, are given. Projects have been revised to reduce the use of copper and direct runoff to landscaped areas. See NDC 8.D.	PBCE, ESD, PW, RDA
CB-21.B.	Continue to monitor progress of San José Green Building program to identify opportunities for discouraging architectural use of copper.	Ongoing	Ongoing. Green Building program projects go through planning review, and urban runoff comments, including comments discouraging architectural use of copper in development projects, are given during the planning review. Projects have been revised to reduce the use of copper and direct runoff to landscaped areas. See NDC 8.D.	PBCE, ESD, PW, RDA
<b>NB-1</b>	<b>Discharges from Construction Sites</b>			
NB-1.A.	Continue to implement CON and NDC Program Elements.	Ongoing	Ongoing. See NDC and CON program elements for activities that address erosion control.	PBCE, ESD, PW, RDA

### **13.B CNAP Program Evaluation**

Measures to control copper discharges that require implementation at the Co-permittee level have been integrated into ongoing program elements. Copper and Nickel remain among the list of pollutants addressed by general and targeted outreach regarding preventing stormwater pollution. In addition to the activities described above, the City also actively participates in semi-annual meetings with the Water Board and other stakeholders to review implementation of the Copper and Nickel Action Plans. Additionally, the City provides the monitoring and data analysis used to evaluate water quality trigger levels associated with the Copper and Nickel Action Plans.

### **13.C CNAP Response to Water Board Comments**

No comments were received from the Water Board on this Program Element.

## 13.D CNAP Summary Tables / Additional Information

### Traffic Congestion Management Activities

#### SUMMARY OF TRAFFIC CONGESTION PROJECTS IN SAN JOSE JULY 30, 2004

##### Background

The Copper Action Plan includes as a baseline activity “measures to reduce traffic congestion.” This activity is directed at reducing auto-related copper pollution. Traffic congestion management is a regional issue and a high priority concern for South Bay residents. A 2003 survey conducted by Santa Clara Valley Urban Runoff Program found that traffic rated third among the most important problem facing Santa Clara County, behind education and the economy. Primary responsibility for traffic congestion management lies in the hands of municipal transportation planners and transportation agencies (i.e., the Valley Transportation Agency). Following is a brief summary of congestion management strategies undertaken by the City of San José.

##### Current Projects

###### **Pro-Active Signal Timing Project**

Implemented by San Jose’s Department of Transportation (DOT), the goal of this project is to alleviate South Bay traffic congestion through retiming of traffic signals across multiple jurisdictions. Twenty-eight major traffic corridors have been retimed for a total of 223 intersections within six jurisdictions. Project partners included San Jose, Campbell, Milpitas, Santa Clara, the County of Santa Clara and Caltrans. This project was the most extensive multi-agency signal retiming project in the County.

###### **The Silicon Valley Smart Corridor (SVSC)**

This program is a multi-year, multi-phase effort by DOT to install Intelligent Transportation Systems (ITS) in the South Bay’s roadway network. SVSC uses advanced technologies and real-time system management techniques to help keep all transportation facilities within the Highway 17/Interstate 880 corridor operating at maximum efficiency, even following a major disruptive incident.

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###### **Bike Trail & Lane Projects**

DOT’s Bike Trail & Lane Projects coordinates and plans regional bike and pedestrian projects from both a commute and recreation standpoint.

###### **Pedestrian Priority Areas Program.**

Certain locations in San José, identified as Pedestrian Corridors, are planned for higher levels of pedestrian activity. These locations include the Downtown Core, Neighborhood Business Districts, transit station areas, and certain Planned Communities.

###### **Smart Growth Policies**

Implemented by the Department of Planning, Building and Code Enforcement (PBCE), San Jose’s smart growth activities emanate from a strong vision of its future embodied in the San Jose 2020 General Plan. The General Plan is the City’s official policy regarding its future character and quality of physical development. Seven strategies work together as the foundation for the vision:

- Economic Development
- Growth Management
- Downtown Revitalization
- Urban Conservation/Preservation
- Greenline/Urban Growth Boundary
- Housing
- Sustainable City

Higher density development in proximity to transit is a high priority strategy for reducing passenger vehicle use.

###### **Transit - Oriented Development**

San Jose’s General Plan guides development to appropriate locations, including fostering greater intensities around light rail and other transit facilities, while preserving hillsides and other natural resources.

## 14. TRA: Trash

### 14.A TRA Work Plan Self Evaluation Matrix

ITEM No.	ACTIVITY	COMPLIANCE DATE	FY 03-04 STATUS	RESPONSIBLE PARTY
<b>TRA 1</b>	<b>Inventory, Document and Evaluate Trash Management Practices</b>			
TRA 1.A.	Complete Program survey of existing trash management practices.	FY 03-04	Done, FY 02-03. Completed Program survey of trash management practices. Provided information to Program in November 2002 for compilation. Survey information was finalized in March 2003.	ESD
<b>TRA 2</b>	<b>Document and Map Known Trash Problem Areas</b>			
TRA.2.A	Identify data sources and information showing the location of known trash problem areas (e.g., trash complaints/ incidents and eradication efforts.)	FY 03-04	Done. Gathered and submitted to Program information on litter problem areas within city limits. San José identified and reported 30 locations based on information provided by the PRNS (Anti-litter Program), General Services, Police Department and community members. Initial list submitted in December 2003 and final list submitted in January 2004.	ESD
TRA 2.B	Compile trash problem location data/information and submit to Program for conversion to coordinates for GIS mapping.	FY 03-04	Done. Trash problem area location information submitted to Program for mapping in January 2004.	ESD
<b>TRA 3</b>	<b>Conduct Trash Evaluations</b>			
TRA 3.A.	Work with Program to select trash evaluation methodology.	4/30/04	Done. Participated in Trash AHTG Meetings at which evaluation methodologies were discussed and selected.	ESD
TRA 3.B.	Assist Program with planning and organizing of training workshop for municipal staff.	5/31/04	Done. Recommended training site locations and assisted with organizing transportation.	ESD
TRA 3.C.	Participate in the Training Workshop.	5/31/04	Training scheduled for July 2004.	ESD
TRA 3.D.	Identify which entities will conduct trash evaluations (e.g. municipal staff, volunteer groups, etc.).	FY 03-04	Done. Municipal (ESD) staff identified to perform initial round of trash evaluations.	ESD
TRA 3.E.	Conduct trash evaluations and submit to Program staff:	--	--	ESD
TRA 3.E.1	Coyote Watershed	12/31/04	n/a	ESD
TRA 3.E.2	Remaining San José locations	FY 05-06	n/a	ESD
<b>TRA 4</b>	<b>Develop Standardized Documentation and Reporting Format</b>			
TRA 4.A.	Work with Program to develop a reporting format to document trash management activities in Annual Reports.	6/30/04	San José participated in discussions about the Annual Report reporting format began at the June 2004 Trash AHTG meeting and will assist with finalizing the format in FY 04-05.	ESD
<b>TRA 5</b>	<b>Document and Analyze Evaluation Results; Identify and Prioritize Trash Problem Areas</b>			
TRA 5.A.	Assist Program staff with the documentation and analysis of trash evaluation results.	12/31/04	n/a	ESD



ITEM No.	ACTIVITY	COMPLIANCE DATE	FY 03-04 STATUS	RESPONSIBLE PARTY
TRA 5.B.	Identify high priority trash areas using trash evaluation results:	--	--	ESD
TRA 5.B.1	Coyote Watershed	12/31/04	n/a	ESD
TRA 5.B.2	Remaining San José locations	FY 05-06	n/a	ESD
<b>TRA 6</b>	<b>Identify and Implement Trash Management Practices</b>			
TRA 6.A.	Identify reasonable trash management practices to address high priority areas (in TRA 7B).	Ongoing (Start 7/31/04)	n/a	ESD, PRNS, GS
TRA 6.B.	Begin implementation or refinement of trash management practices at high priority areas to the maximum extent practicable.	Ongoing (Start 1/31/05)	n/a	ESD, PRNS, GS
TRA 6.C.	Document and report implementation of trash management actions.	7/31/05	n/a	ESD
<b>TRA 7</b>	<b>Review and Update Performance Standards Relevant to Trash Management</b>			
TRA 7.A.	Assist with the review and update of existing standards that address BMPs or control measures relevant to trash management.	4/30/05	n/a	ESD

## 14.B TRA Program Evaluation

Surveying the City's existing trash management practices has provided an important foundation for understanding how to address the impacts of trash on waterways. Most trash management programs have been in place for several years and were established and are tracked for reasons associated with public health, beautification and protection of resources.

In the process of gathering information on litter problem areas, valuable contacts were established with other departments and community groups, particularly the San José Anti-litter Program, Parks Maintenance and Friends of Coyote Creek. These partners are, and will continue to be, a key part of the effort to resolve litter problems impacting urban creeks. This year the City supported a community-organized clean-up of Coyote Creek, sponsored by the Friends of Coyote Creek, by providing collection and disposal of garbage removed by volunteers. Partnerships of this type may also be an ongoing part of the solution to the litter problems.

In FY 04-05 the City's strategy is to perform litter assessments and to maximize existing trash management practices to address litter problem areas where trash management practices are not in place or not effective. Public participation activities in FY 03-04 included clean-up events that support the City's trash management efforts (See Section 11D: *PIP Activities Summary*). Additional public education addressing the impact of litter on urban creeks is planned for FY 04-05.

## 14.C TRA Response to Water Board Comments

No comments were received from the Water Board on this Program Element.

## 14.D TRA Summary Tables / Additional Information

No additional information.

## Glossary

<b>ABBREVIATION</b>	<b>DESCRIPTION</b>
<b>AHTG</b>	Ad Hoc Task Group
<b>BASMAA</b>	Bay Area Stormwater Management Agency Association
<b>BACWA</b>	Bay Area Clean Water Agencies
<b>BMP</b>	Best Management Practice
<b>CAE</b>	Department of Conventions, Arts & Entertainment
<b>CEP</b>	Clean Estuary Partnership
<b>CETA</b>	Cleaning Equipment Trade Association
<b>CEQA</b>	California Environmental Quality Act
<b>CIP</b>	Capital Improvement Program
<b>CAPNAP</b>	Copper/Nickel Action Plans
<b>CON</b>	Construction Inspection
<b>DOT</b>	Department of Transportation
<b>ECP</b>	Erosion Control Plan
<b>EE</b>	Environmental Enforcement
<b>EEDMS</b>	Environmental Enforcement Data Management System
<b>EIR</b>	Environmental Impact Report
<b>ESD</b>	Environmental Services Department
<b>CGASP</b>	General Construction Activity Stormwater Discharge Permit
<b>GIASP</b>	General Industrial Activity Stormwater Permit
<b>GS</b>	General Services Department
<b>ICID</b>	Illicit Connection/Illegal Dumping
<b>IND</b>	Industrial/Commercial Discharger Inspection Program
<b>IPM</b>	Integrated Pest Management
<b>M</b>	Mercury
<b>Marcom</b>	Marketing and Communications
<b>MC</b>	Municipal Compliance
<b>MDN</b>	Mercury Deposition Network
<b>MEP</b>	Maximum Extent Practicable
<b>MON</b>	Monitoring

<b>ABBREVIATION</b>	<b>DESCRIPTION</b>
<b>Muni Water</b>	City of San José Municipal Water System
<b>NDC</b>	New and Redevelopment
<b>NEPA</b>	National Environmental Protection Act
<b>NOI</b>	Notice of Intent
<b>NPDES</b>	National Pollutant Discharge Elimination Program
<b>NPS</b>	Nonpoint Source Pollution
<b>O&amp;M</b>	Operation and Maintenance
<b>PBCE</b>	Department of Planning, Building & Code Enforcement
<b>PIP</b>	Public Information and Participation
<b>Planning</b>	Planning Division of PBCE
<b>PM</b>	Pesticide Management
<b>PRNS</b>	Department of Parks, Recreation, and Neighborhood Services
<b>Program</b>	Santa Clara Valley Urban Runoff Pollution Prevention Program
<b>PSR</b>	Public Streets, Roads, and Highways
<b>PW</b>	Department of Public Works
<b>RDA</b>	Redevelopment Agency
<b>RMP</b>	San Francisco Bay Regional Monitoring Program
<b>RWQCB</b>	Regional Water Quality Control Board (Water Board)
<b>SCBWMI</b>	Santa Clara Basin Watershed Management Initiative
<b>SCVURPPP</b>	Santa Clara Valley Urban Runoff Pollution Prevention Program
<b>SDO</b>	Storm Drains Operation and Maintenance
<b>SFEI</b>	San Francisco Estuary Institute
<b>SIC</b>	Standard Industrial Classification
<b>SJPD</b>	San José Police Department
<b>SOP</b>	Standard Operating Procedure
<b>SWMP</b>	Storm Water Management Plan
<b>SWPPP</b>	Storm Water Pollution Prevention Plan
<b>The City</b>	The City of San José
<b>TMDL</b>	Total Maximum Daily Load
<b>TRA</b>	Trash
<b>UR</b>	Urban Runoff section of ESD
<b>URMP</b>	Urban Runoff Management Plan

<b>ABBREVIATION</b>	<b>DESCRIPTION</b>
<b>WE</b>	Watershed Enforcement section of ESD
<b>WUOM</b>	Water Utilities Operations and Maintenance
<b>WUPPP</b>	Water Utility Pollution Prevention Program

