APPENDIX G
MISCELLANEOUS SUPPORT MATERIALS


SAN DIEGO
INTERNATIONAL AIRPORT
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CEQA ENVIRONMENTAL CHECKLIST FORM

APPENDIX G:
ENVIRONMENTAL CHECKLIST FORM

NOTE: The following is a sample form and may be tailored to satisfy individual agencies' needs and project circumstances. It may be used to meet the requirements for an initial study when the criteria set forth in CEQA Guidelines have been met. Substantial evidence of potential impacts that are not listed on this form must also be considered. The sample questions in this form are intended to encourage thoughtful assessment of impacts, and do not necessarily represent thresholds of significance.

1. Project title: _____
2. Lead agency name and address:
   _____
   _____
   _____
3. Contact person and phone number: _____
4. Project location: _____
5. Project sponsor's name and address:
   _____
   _____
   _____
6. General plan designation: _____ 7. Zoning: _____
8. Description of project: (Describe the whole action involved, including but not limited to later phases of the project, and any secondary, support, or off-site features necessary for its implementation. Attach additional sheets if necessary.)
   _____
   _____
   _____
   _____
9. Surrounding land uses and setting: Briefly describe the project's surroundings:
   _____
   _____
   _____
   _____
10. Other public agencies whose approval is required (e.g., permits, financing approval, or participation agreement.)
    _____
    _____
    _____
    _____

ENVIRONMENTAL FACTORS POTENTIALLY AFFECTED:

The environmental factors checked below would be potentially affected by this project, involving at least one impact that is a "Potentially Significant Impact" as indicated by the checklist on the following pages.

☐ Aesthetics	☐ Agriculture and Forestry Resources	☐ Air Quality
☐ Biological Resources	☐ Cultural Resources	☐ Geology /Soils
☐ Greenhouse Gas Emissions	☐ Hazards & Hazardous Materials	☐ Hydrology / Water Quality
☐ Land Use / Planning	☐ Mineral Resources	☐ Noise
☐ Population / Housing	☐ Public Services	☐ Recreation
☐ Transportation/Traffic	☐ Utilities / Service Systems	☐ Mandatory Findings of Significance

DETERMINATION: (To be completed by the Lead Agency)

On the basis of this initial evaluation:

☐ I find that the proposed project COULD NOT have a significant effect on the environment, and a NEGATIVE DECLARATION will be prepared.

☐ I find that although the proposed project could have a significant effect on the environment, there will not be a significant effect in this case because revisions in the project have been made by or agreed to by the project proponent. A MITIGATED NEGATIVE DECLARATION will be prepared.

☐ I find that the proposed project MAY have a significant effect on the environment, and an ENVIRONMENTAL IMPACT REPORT is required.

☐ I find that the proposed project MAY have a "potentially significant impact" or "potentially significant unless mitigated" impact on the environment, but at least one effect 1) has been adequately analyzed in an earlier document pursuant to applicable legal standards, and 2) has been addressed by mitigation measures based on the earlier analysis as described on attached sheets. An ENVIRONMENTAL IMPACT REPORT is required, but it must analyze only the effects that remain to be addressed.

☐ I find that although the proposed project could have a significant effect on the environment, because all potentially significant effects (a) have been analyzed adequately in an earlier EIR or NEGATIVE DECLARATION pursuant to applicable standards, and (b) have been avoided or mitigated pursuant to that earlier EIR or NEGATIVE DECLARATION, including revisions or mitigation measures that are imposed upon the proposed project, nothing further is required.

_____ _____

Signature Date

_____ _____

Signature Date

EVALUATION OF ENVIRONMENTAL IMPACTS:

1) A brief explanation is required for all answers except "No Impact" answers that are adequately supported by the information sources a lead agency cites in the parentheses following each question. A "No Impact" answer is adequately supported if the referenced information sources show that the impact simply does not apply to projects like the one involved (e.g., the project falls outside a fault rupture zone). A "No Impact" answer should be explained where it is based on project-specific factors as well as general standards (e.g., the project will not expose sensitive receptors to pollutants, based on a project-specific screening analysis).

2) All answers must take account of the whole action involved, including off-site as well as on-site, cumulative as well as project-level, indirect as well as direct, and construction as well as operational impacts.

3) Once the lead agency has determined that a particular physical impact may occur, then the checklist answers must indicate whether the impact is potentially significant, less than significant with mitigation, or less than significant. "Potentially Significant Impact" is appropriate if there is substantial evidence that an effect may be significant. If there are one or more "Potentially Significant Impact" entries when the determination is made, an EIR is required.

4) "Negative Declaration: Less Than Significant With Mitigation Incorporated" applies where the incorporation of mitigation measures has reduced an effect from "Potentially Significant Impact" to a "Less Than Significant Impact." The lead agency must describe the mitigation measures, and briefly explain how they reduce the effect to a less than significant level (mitigation measures from "Earlier Analyses," as described in (5) below, may be cross-referenced).

5) Earlier analyses may be used where, pursuant to the tiering, program EIR, or other CEQA process, an effect has been adequately analyzed in an earlier EIR or negative declaration. Section 15063(c)(3)(D). In this case, a brief discussion should identify the following:

   a) Earlier Analysis Used. Identify and state where they are available for review.

   b) Impacts Adequately Addressed. Identify which effects from the above checklist were within the scope of and adequately analyzed in an earlier document pursuant to applicable legal standards, and state whether such effects were addressed by mitigation measures based on the earlier analysis.

   c) Mitigation Measures. For effects that are "Less than Significant with Mitigation Measures Incorporated," describe the mitigation measures which were incorporated or refined from the earlier document and the extent to which they address site-specific conditions for the project.

6) Lead agencies are encouraged to incorporate into the checklist references to information sources for potential impacts (e.g., general plans, zoning ordinances). Reference to a previously prepared or outside document should, where appropriate, include a reference to the page or pages where the statement is substantiated.

7) Supporting Information Sources: A source list should be attached, and other sources used or individuals contacted should be cited in the discussion.

8) This is only a suggested form, and lead agencies are free to use different formats; however, lead agencies should normally address the questions from this checklist that are relevant to a project's environmental effects in whatever format is selected.

9) The explanation of each issue should identify:

a) the significance criteria or threshold, if any, used to evaluate each question; and

b) the mitigation measure identified, if any, to reduce the impact to less than significance

SAMPLE QUESTION

Issues:

	Potentially Significant Impact	**Less Than Significant with Mitigation Incorporated**	**Less Than Significant Impact**	**No Impact**
I. AESTHETICS. Would the project:				
a) Have a substantial adverse effect on a scenic vista?	☐	☐	☐	☐
b) Substantially damage scenic resources, including, but not limited to, trees, rock outcroppings, and historic buildings within a state scenic highway?	☐	☐	☐	☐
c) Substantially degrade the existing visual character or quality of the site and its surroundings?	☐	☐	☐	☐
d) Create a new source of substantial light or glare which would adversely affect day or nighttime views in the area?	☐	☐	☐	☐
II. AGRICULTURE AND FORESTRY RESOURCES. In determining whether impacts to agricultural resources are significant environmental effects, lead agencies may refer to the California Agricultural Land Evaluation and Site Assessment Model (1997) prepared by the California Dept. of Conservation as an optional model to use in assessing impacts on agriculture and farmland. In determining whether impacts to forest resources, including timberland, are significant environmental effects, lead agencies may refer to information compiled by the California Department of Forestry and Fire Protection regarding the state's inventory of forest land, including the Forest and Range Assessment Project and the Forest Legacy Assessment project; and forest carbon measurement methodology provided in Forest Protocols adopted by the California Air Resources Board. Would the project:				

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
a) Convert Prime Farmland, Unique Farmland, or Farmland of Statewide Importance (Farmland), as shown on the maps prepared pursuant to the Farmland Mapping and Monitoring Program of the California Resources Agency, to non-agricultural use?	☐	☐	☐	☐
b) Conflict with existing zoning for agricultural use, or a Williamson Act contract?	☐	☐	☐	☐
c) Conflict with existing zoning for, or cause rezoning of, forest land (as defined in Public Resources Code section 12220(g)), timberland (as defined by Public Resources Code section 4526), or timberland zoned Timberland Production (as defined by Government Code section 51104(g))?	☐	☐	☐	☐
d) Result in the loss of forest land or conversion of forest land to non-forest use?	☐	☐	☐	☐
e) Involve other changes in the existing environment which, due to their location or nature, could result in conversion of Farmland, to non-agricultural use or conversion of forest land to non-forest use?	☐	☐	☐	☐
III. AIR QUALITY. Where available, the significance criteria established by the applicable air quality management or air pollution control district may be relied upon to make the following determinations. Would the project:				
a) Conflict with or obstruct implementation of the applicable air quality plan?	☐	☐	☐	☐
b) Violate any air quality standard or contribute substantially to an existing or projected air quality violation?	☐	☐	☐	☐
c) Result in a cumulatively considerable net increase of any criteria pollutant for which the project region is non-attainment under an applicable federal or state ambient air quality standard (including releasing emissions which exceed quantitative thresholds for ozone precursors)?	☐	☐	☐	☐

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
d) Expose sensitive receptors to substantial pollutant concentrations?	☐	☐	☐	☐
e) Create objectionable odors affecting a substantial number of people?	☐	☐	☐	☐
IV. BIOLOGICAL RESOURCES: Would the project:				
a) Have a substantial adverse effect, either directly or through habitat modifications, on any species identified as a candidate, sensitive, or special status species in local or regional plans, policies, or regulations, or by the California Department of Fish and Game or U.S. Fish and Wildlife Service?	☐	☐	☐	☐
b) Have a substantial adverse effect on any riparian habitat or other sensitive natural community identified in local or regional plans, policies, regulations or by the California Department of Fish and Game or US Fish and Wildlife Service?	☐	☐	☐	☐
c) Have a substantial adverse effect on federally protected wetlands as defined by Section 404 of the Clean Water Act (including, but not limited to, marsh, vernal pool, coastal, etc.) through direct removal, filling, hydrological interruption, or other means?	☐	☐	☐	☐
d) Interfere substantially with the movement of any native resident or migratory fish or wildlife species or with established native resident or migratory wildlife corridors, or impede the use of native wildlife nursery sites?	☐	☐	☐	☐
e) Conflict with any local policies or ordinances protecting biological resources, such as a tree preservation policy or ordinance?	☐	☐	☐	☐
f) Conflict with the provisions of an adopted Habitat Conservation Plan, Natural Community Conservation Plan, or other approved local, regional, or state habitat conservation plan?	☐	☐	☐	☐

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
V. CULTURAL RESOURCES. Would the project:				
a) Cause a substantial adverse change in the significance of a historical resource as defined in § 15064.5?	☐	☐	☐	☐
b) Cause a substantial adverse change in the significance of an archaeological resource pursuant to § 15064.5?	☐	☐	☐	☐
c) Directly or indirectly destroy a unique paleontological resource or site or unique geologic feature?	☐	☐	☐	☐
d) Disturb any human remains, including those interred outside of formal cemeteries?	☐	☐	☐	☐
VI. GEOLOGY AND SOILS. Would the project:				
a) Expose people or structures to potential substantial adverse effects, including the risk of loss, injury, or death involving:	☐	☐	☐	☐
i) Rupture of a known earthquake fault, as delineated on the most recent Alquist-Priolo Earthquake Fault Zoning Map issued by the State Geologist for the area or based on other substantial evidence of a known fault? Refer to Division of Mines and Geology Special Publication 42.	☐	☐	☐	☐
ii) Strong seismic ground shaking?	☐	☐	☐	☐
iii) Seismic-related ground failure, including liquefaction?	☐	☐	☐	☐
iv) Landslides?	☐	☐	☐	☐
b) Result in substantial soil erosion or the loss of topsoil?	☐	☐	☐	☐
c) Be located on a geologic unit or soil that is unstable, or that would become unstable as a result of the project, and potentially result in on- or off-site landslide, lateral spreading, subsidence, liquefaction or collapse?	☐	☐	☐	☐

	Potentially Significant Impact	**Less Than Significant with Mitigation Incorporated**	**Less Than Significant Impact**	**No Impact**
d) Be located on expansive soil, as defined in Table 18-1-B of the Uniform Building Code (1994), creating substantial risks to life or property?	☐	☐	☐	☐
e) Have soils incapable of adequately supporting the use of septic tanks or alternative waste water disposal systems where sewers are not available for the disposal of waste water?	☐	☐	☐	☐
VII. GREENHOUSE GAS EMISSIONS. Would the project:				
a) Generate greenhouse gas emissions, either directly or indirectly, that may have a significant impact on the environment?	☐	☐	☐	☐
b) Conflict with an applicable plan, policy or regulation adopted for the purpose of reducing the emissions of greenhouse gases?	☐	☐	☐	☐
VIII. HAZARDS AND HAZARDOUS MATERIALS. Would the project:				
a) Create a significant hazard to the public or the environment through the routine transport, use, or disposal of hazardous materials?	☐	☐	☐	☐
b) Create a significant hazard to the public or the environment through reasonably foreseeable upset and accident conditions involving the release of hazardous materials into the environment?	☐	☐	☐	☐
c) Emit hazardous emissions or handle hazardous or acutely hazardous materials, substances, or waste within one-quarter mile of an existing or proposed school?	☐	☐	☐	☐
d) Be located on a site which is included on a list of hazardous materials sites compiled pursuant to Government Code Section 65962.5 and, as a result, would it create a significant hazard to the public or the environment?	☐	☐	☐	☐

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
e) For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project result in a safety hazard for people residing or working in the project area?	☐	☐	☐	☐
f) For a project within the vicinity of a private airstrip, would the project result in a safety hazard for people residing or working in the project area?	☐	☐	☐	☐
g) Impair implementation of or physically interfere with an adopted emergency response plan or emergency evacuation plan?	☐	☐	☐	☐
h) Expose people or structures to a significant risk of loss, injury or death involving wildland fires, including where wildlands are adjacent to urbanized areas or where residences are intermixed with wildlands?	☐	☐	☐	☐
IX. HYDROLOGY AND WATER QUALITY. Would the project:				
a) Violate any water quality standards or waste discharge requirements?	☐	☐	☐	☐
b) Substantially deplete groundwater supplies or interfere substantially with groundwater recharge such that there would be a net deficit in aquifer volume or a lowering of the local groundwater table level (e.g., the production rate of pre-existing nearby wells would drop to a level which would not support existing land uses or planned uses for which permits have been granted)?	☐	☐	☐	☐
c) Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, in a manner which would result in substantial erosion or siltation on- or off-site?	☐	☐	☐	☐

	Potentially Significant Impact	**Less Than Significant with Mitigation Incorporated**	**Less Than Significant Impact**	**No Impact**
d) Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, or substantially increase the rate or amount of surface runoff in a manner which would result in flooding on- or off-site?	☐	☐	☐	☐
e) Create or contribute runoff water which would exceed the capacity of existing or planned stormwater drainage systems or provide substantial additional sources of polluted runoff?	☐	☐	☐	☐
f) Otherwise substantially degrade water quality?	☐	☐	☐	☐
g) Place housing within a 100-year flood hazard area as mapped on a federal Flood Hazard Boundary or Flood Insurance Rate Map or other flood hazard delineation map?	☐	☐	☐	☐
h) Place within a 100-year flood hazard area structures which would impede or redirect flood flows?	☐	☐	☐	☐
i) Expose people or structures to a significant risk of loss, injury or death involving flooding, including flooding as a result of the failure of a levee or dam?	☐	☐	☐	☐
j) Inundation by seiche, tsunami, or mudflow?	☐	☐	☐	☐
X. LAND USE AND PLANNING. Would the project:				
a) Physically divide an established community?	☐	☐	☐	☐
b) Conflict with any applicable land use plan, policy, or regulation of an agency with jurisdiction over the project (including, but not limited to the general plan, specific plan, local coastal program, or zoning ordinance) adopted for the purpose of avoiding or mitigating an environmental effect?	☐	☐	☐	☐

	Potentially Significant Impact	**Less Than Significant with Mitigation Incorporated**	**Less Than Significant Impact**	**No Impact**
c) Conflict with any applicable habitat conservation plan or natural community conservation plan?	☐	☐	☐	☐
XI. MINERAL RESOURCES. Would the project:				
a) Result in the loss of availability of a known mineral resource that would be of value to the region and the residents of the state?	☐	☐	☐	☐
b) Result in the loss of availability of a locally-important mineral resource recovery site delineated on a local general plan, specific plan or other land use plan?	☐	☐	☐	☐
XII. NOISE -- Would the project result in:				
a) Exposure of persons to or generation of noise levels in excess of standards established in the local general plan or noise ordinance, or applicable standards of other agencies?	☐	☐	☐	☐
b) Exposure of persons to or generation of excessive groundborne vibration or groundborne noise levels?	☐	☐	☐	☐
c) A substantial permanent increase in ambient noise levels in the project vicinity above levels existing without the project?	☐	☐	☐	☐
d) A substantial temporary or periodic increase in ambient noise levels in the project vicinity above levels existing without the project?	☐	☐	☐	☐
e) For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project expose people residing or working in the project area to excessive noise levels?	☐	☐	☐	☐
f) For a project within the vicinity of a private airstrip, would the project expose people residing or working in the project area to excessive noise levels?	☐	☐	☐	☐

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
XIII. POPULATION AND HOUSING. Would the project:				
a) Induce substantial population growth in an area, either directly (for example, by proposing new homes and businesses) or indirectly (for example, through extension of roads or other infrastructure)?	☐	☐	☐	☐
b) Displace substantial numbers of existing housing, necessitating the construction of replacement housing elsewhere?	☐	☐	☐	☐
c) Displace substantial numbers of people, necessitating the construction of replacement housing elsewhere?	☐	☐	☐	☐
XIV. PUBLIC SERVICES.				
a) Would the project result in substantial adverse physical impacts associated with the provision of new or physically altered governmental facilities, need for new or physically altered governmental facilities, the construction of which could cause significant environmental impacts, in order to maintain acceptable service ratios, response times or other performance objectives for any of the public services:	☐	☐	☐	☐
Fire protection?	☐	☐	☐	☐
Police protection?	☐	☐	☐	☐
Schools?	☐	☐	☐	☐
Parks?	☐	☐	☐	☐
Other public facilities?	☐	☐	☐	☐
XV. RECREATION.				
a) Would the project increase the use of existing neighborhood and regional parks or other recreational facilities such that substantial physical deterioration of the facility would occur or be accelerated?	☐	☐	☐	☐

	Potentially Significant Impact	**Less Than Significant with Mitigation Incorporated**	**Less Than Significant Impact**	**No Impact**
b) Does the project include recreational facilities or require the construction or expansion of recreational facilities which might have an adverse physical effect on the environment?	☐	☐	☐	☐
XVI. TRANSPORTATION/TRAFFIC. Would the project:				
a) Conflict with an applicable plan, ordinance or policy establishing measures of effectiveness for the performance of the circulation system, taking into account all modes of transportation including mass transit and non-motorized travel and relevant components of the circulation system, including but not limited to intersections, streets, highways and freeways, pedestrian and bicycle paths, and mass transit?	☐	☐	☐	☐
b) Conflict with an applicable congestion management program, including, but not limited to level of service standards and travel demand measures, or other standards established by the county congestion management agency for designated roads or highways?	☐	☐	☐	☐
c) Result in a change in air traffic patterns, including either an increase in traffic levels or a change in location that results in substantial safety risks?	☐	☐	☐	☐
d) Substantially increase hazards due to a design feature (e.g., sharp curves or dangerous intersections) or incompatible uses (e.g., farm equipment)?	☐	☐	☐	☐
e) Result in inadequate emergency access?	☐	☐	☐	☐
f) Conflict with adopted policies, plans, or programs regarding public transit, bicycle, or pedestrian facilities, or otherwise decrease the performance or safety of such facilities?	☐	☐	☐	☐

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
XVII. UTILITIES AND SERVICE SYSTEMS. Would the project:				
a) Exceed wastewater treatment requirements of the applicable Regional Water Quality Control Board?	☐	☐	☐	☐
b) Require or result in the construction of new water or wastewater treatment facilities or expansion of existing facilities, the construction of which could cause significant environmental effects?	☐	☐	☐	☐
c) Require or result in the construction of new storm water drainage facilities or expansion of existing facilities, the construction of which could cause significant environmental effects?	☐	☐	☐	☐
d) Have sufficient water supplies available to serve the project from existing entitlements and resources, or are new or expanded entitlements needed?	☐	☐	☐	☐
e) Result in a determination by the wastewater treatment provider which serves or may serve the project that it has adequate capacity to serve the project's projected demand in addition to the provider's existing commitments?	☐	☐	☐	☐
f) Be served by a landfill with sufficient permitted capacity to accommodate the project's solid waste disposal needs?	☐	☐	☐	☐
g) Comply with federal, state, and local statutes and regulations related to solid waste?	☐	☐	☐	☐
XVIII. MANDATORY FINDINGS OF SIGNIFICANCE.				
a) Does the project have the potential to degrade the quality of the environment, substantially reduce the habitat of a fish or wildlife species, cause a fish or wildlife population to drop below self-sustaining levels, threaten to eliminate a plant or animal community, reduce the number o restrict the range of a rare or endangered plant or animal or eliminate important examples of the major periods of California history or prehistory?	☐	☐	☐	☐

	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
b) Does the project have impacts that are individually limited, but cumulatively considerable? ("Cumulatively considerable" means that the incremental effects of a project are considerable when viewed in connection with the effects of past projects, the effects of other current projects, and the effects of probable future projects)?	☐	☐	☐	☐
c) Does the project have environmental effects which will cause substantial adverse effects on human beings, either directly or indirectly?	☐	☐	☐	☐

Note: Authority cited: Sections 21083 and 21083.05, Public Resources Code. Reference: Section 65088.4, Gov. Code; Sections 21080(c), 21080.1, 21080.3, 21083, 21083.05, 21083.3, 21093, 21094, 21095, and 21151, Public Resources Code; *Sundstrom v. County of Mendocino*,(1988) 202 Cal.App.3d 296; *Leonoff v. Monterey Board of Supervisors,* (1990) 222 Cal.App.3d 1337; *Eureka Citizens for Responsible Govt. v. City of Eureka* (2007) 147 Cal.App.4th 357; *Protect the Historic Amador Waterways v. Amador Water Agency* (2004) 116 Cal.App.4th at 1109; *San Franciscans Upholding the Downtown Plan v. City and County of San Francisco* (2002) 102 Cal.App.4th 656.

Revised 2009

FDD PROJECT INTAKE FORM

Project:_____

Date:_____

Field Personnel:_____

PROCESS INTAKE FORM

	Requirement:	Response (to include applicable SWPPP or WPCP Section)
List additional BMPs to be used from minimum BMP categories i.e.:		
18	Project Planning:	
19	Erosion Control:	
20	Sediment Control/Run-on-Runoff Control:	
21	Tracking controls:	
22	Good housekeeping:	
23	Non-storm water:	
24	Materials and waste management:	
25	Active/passive sediment treatment systems, where applicable:	

AUTHORITY MINIMUM BMPs

Erosion Control BMPs
EC-1 Scheduling
EC-3 Hydraulic Mulch
EC-15 Soil Preparation
EC-16 Non-Vegetative Stabilization

Temporary Sediment Control BMPs
SE-1 Silt Fence
SE-5 Fiber Rolls
SE-6 Gravel Bag Berm
SE-7 Street Sweeping and Vacuuming
SE-10 Storm Drain Inlet Protection
SE-13 Compost Socks and Berms

Wind Erosion Control BMPs
WE-1 Wind Erosion Control

Temporary Tracking Control BMPs
TC-1 Stabilized Construction Entrance/ Exit

Non-Storm Water Management BMPs
NS-1 Water Conservation Practices
NS-3 Paving and Grinding Operations
NS-6 Illicit Connection/Discharge
NS-9 Vehicle and Equipment Fueling
NS-12 Concrete Curing
NS-13 Concrete Finishing

Waste Management & Materials Pollution Control
WM-1 Material Delivery and Storage
WM-2 Material Use
WM-3 Stockpile Management
WM-4 Spill Prevention and Control
WM-5 Solid Waste Management
WM-8 Concrete Waste Management
WM-9 Sanitary/ Septic Waste Management

Project:_____

Date:_____

Completed by:_____

PROCESS INTAKE FORM

Project Name _____

Project Address _____

WDID NUMBER (for CGP Projects) _____

WPCP or Certified SWPPP **(Circle one, and submit to EAD or FDD if tenant)**

Project size _____

Maximum Disturbed Soil Area (DSA) _____

	Start of Project	**End Date**
Construction Schedule		

CONTACT INFORMATION:	**Name**	**Phone #**	**Email**
Project Contact			
FDD Project Manager (PM)			
FDD Construction Manager (CM)			
QSD			
Contractor QSP			

SUBCONTRACTORS:

Subcontractors (to include any company to be used for the supply, installation and maintenance of BMPs, for spill response and clean up, for waste removal, or materials delivery), and any other relevant contacts.

IF N/A INDICATE HERE: _____

	Company Name	**Contact Name**	**Title**	**Phone #**	**Email**
1					
2					
3					
4					
5					

Other Notes: _____

Project:_____

Date:_____

Field Personnel:_____

PROCESS INTAKE FORM

	Requirement:	Response (to include applicable SWPPP or WPCP Section)
1	How has the project been scheduled so that the areas to be cleared and graded are minimized to only the portion of the site that is necessary for construction?	
2	If grading areas cannot be minimized, or the DSA in the SWPPP or WPCP exceeds the maximum stated, what erosion and sediment controls will be put in place to reduce any construction site sediment discharges to the MEP?	
3	How has the project been scheduled so that the exposure time of DSAs is minimized?	
4	How has the project been scheduled so that grading in the wet season is minimized or avoided, where possible?	
5	If grading during the wet season cannot be minimized or avoided, what erosion and sediment controls will be put in place to reduce any construction site sediment discharges to the MEP?	
6	BMPs to be used if the project is to exceed the maximum DSA stated in the SWPPP or WPCP?	
7	What wind erosion controls will be used?	
8	How and when will temporary and permanent stabilization be achieved for each area to be disturbed and temporarily or permanently not be re-disturbed?	
9	How and by whom will BMPs be maintained?	
10	What sediment controls and run-on/run-off controls will be used in conjunction with erosion controls?	
11	How will active slopes be stabilized prior to a rain event?	
12	Confirm if all Authority minimum BMPs apply or if not, list any that do not apply due to, for example, related activities that are not expected to occur. The SWPPP or WPCP should provide justification as to why those minimum BMPs do not apply. (See Page 4 for a list of Authority Minimum BMPs)	

Project:_____

Date:_____

Field Personnel:_____

PROCESS INTAKE FORM

	Requirement:	Response (to include applicable SWPPP or WPCP Section)
13	Description of the procedures to be used to implement a Weather-Triggered Action Plan (required for all high threat to water quality construction projects), including how construction schedules will be adapted in the event of a storm, and by whom.	
14	QSP inspection schedule	
15	How soon before the start of rain will the QSP conduct pre-rain inspections and does that provide enough time to perform any needed corrective actions?	
16	Are there any pre-existing soil contamination issues for which additional BMPs and safety measures will be required?	
17	Is the project located within 200 feet of San Diego Bay?	

Project:_____

Date:_____

Field Personnel:_____

PROCESS INTAKE FORM

	Requirement:	Response (to include applicable SWPPP or WPCP Section)
List additional BMPs to be used from minimum BMP categories i.e.:		
18	Project Planning:	
19	Erosion Control:	
20	Sediment Control/Run-on-Runoff Control:	
21	Tracking controls:	
22	Good housekeeping:	
23	Non-storm water:	
24	Materials and waste management:	
25	Active/passive sediment treatment systems, where applicable:	

AUTHORITY MINIMUM BMPs

Erosion Control BMPs
EC-1 Scheduling
EC-3 Hydraulic Mulch
EC-15 Soil Preparation
EC-16 Non-Vegetative Stabilization

Temporary Sediment Control BMPs
SE-1 Silt Fence
SE-5 Fiber Rolls
SE-6 Gravel Bag Berm
SE-7 Street Sweeping and Vacuuming
SE-10 Storm Drain Inlet Protection
SE-13 Compost Socks and Berms

Wind Erosion Control BMPs
WE-1 Wind Erosion Control

Temporary Tracking Control BMPs
TC-1 Stabilized Construction Entrance/ Exit

Non-Storm Water Management BMPs
NS-1 Water Conservation Practices
NS-3 Paving and Grinding Operations
NS-6 Illicit Connection/Discharge
NS-9 Vehicle and Equipment Fueling
NS-12 Concrete Curing
NS-13 Concrete Finishing

Waste Management & Materials Pollution Control
WM-1 Material Delivery and Storage
WM-2 Material Use
WM-3 Stockpile Management
WM-4 Spill Prevention and Control
WM-5 Solid Waste Management
WM-8 Concrete Waste Management
WM-9 Sanitary/ Septic Waste Management

STORM WATER QUALITY INSPECTION FORM

2015 Storm Water Quality Inspection For Industrial/Commercial/Municipal Facilities

Inspector Name: Date: Time:

Contact Information

Business Name_____

Business Type_____

Mailing Address_____

Business Telephone # _____ Business Fax # _____

On-Site Contact #1_____ Title:_____

Phone #_____ Cell Phone # _____

On-Site Contact #2_____ Title:_____

Phone #_____ Cell Phone # _____

Environ Contact _____ Title:_____

Phone #_____ Cell Phone # _____

Subtenants: □ Yes □ No If yes:

Name_____ Contact _____Phone:_____

Name_____ Contact _____Phone:_____

Vendors: □ Yes □ No If yes:

Name_____ Contact _____Phone:_____

Name_____ Contact _____Phone:_____

Facility/Operation/Site Information

Principal activity:_____

Does facility/operation have an Individual NPDES Permit? □ Yes □ No

If yes, provide WDID (Permit) #: _____

Does facility/operation maintain SWPPP and/or BMP Plan? □ Yes □ No

Does facility/operation maintain Hazmat Business Plan? □ Yes □ No

Has facility/operation conducted previous storm water monitoring/or sampling programs? □ Yes □ No

Initial Observations

Nearest MS4 conveyance inlet: Approx. distance to MS4: □ < 200 ft. □ 200 – 1000 ft. □ > 1000 ft.

Discharge observed? □ Yes □ No If yes, describe:

Additional comments:

Tenant Summary Sheet

Verify/update "Tenant Description and Primary Industrial Activities:" **Correct/Adequate** ☐

Updates, please describe:_____

_____

_____

Print Name of Facility/Operation Representative:_____

Inspector's Signature:_____ Date:_____

BMPs	N/A	Fully	Partial	Not	Comments
Storm Water Discharges					
Does storm water from this facility/operation enter the MS4?					
Does the storm water run-off from this facility/operation discharge into a wastewater treatment process or sanitary sewer or dead-end sump area with pump?					

BMPs	N/A	Fully	Partial	Not	Comments
SC01 - Non-Storm Water Management	☐ Not Applicable at this Facility/Operation				
Identify significant materials which could have the potential to discharge to storm drains.	☐ Oil and Grease ☐ Solvents ☐ Paint ☐ Deicing/Anti-Icing Fluids ☐ Cleaning Solutions ☐ Lubricants ☐ Anti freeze ☐ Battery Acid ☐ Fuel ☐ Pesticides/Herbicides/Fertilizers ☐ Metals ☐ Deicing/Anti-Icing Fluids ☐ Sediment ☐ Fire Fighting Foam ☐ Dumpster Wastes ☐ Landscape Wastes ☐ Floatables ☐ Lavatory Chemical Wastes ☐ Potable Water System Chemicals ☐ Rubber Particulates ☐ Other:				
SC01-01. Are the Airport Operations (619-400-2710) and the Airport Authority Environmental Affairs Department (619-400-2784) notified if there is any evidence of illicit connections or illegal discharges?					
SC01-02. Have employees, tenants and the public been educated about avoiding non-storm water discharges?					
SC01-03. Are outdoor water supplies (hose bibs) limited and posted with appropriate use signs to discourage uses that may pollute the storm drain system/receiving waters?					
SC01-04. Is the site free of evidence of illicit connections and illegal discharges?					
SC01-05. Are landscaped areas being irrigated during a forecasted rain event or 48 hours after a rain event?					
SC01-06. Is the irrigation systems and landscaped areas being inspected on a regular basis to minimize excessive watering and identify any leaks?					
SC01-07. Is air conditioning or refridgeator condensation being directed to landscaping, porous surface, into the sanitary seware, or being reused?					
SC01-08. Is the satellite water-tracking system being used to irrigate landscaped areas? Is the satellite water-tracking system properly operating to apply correct levels of soil moisture?					
SC01-09. Is an hand-held hose equipped with positive shutoff nozzle, hand-held water container, or timed sprinkler system being used to irrigate landscaped areas?					

Additional Comments:

BMPs	N/A	Fully	Partial	Not	Comments
SC02A - Outdoor Equipment Ops and Maintenance Areas ☐Not Applicable at this Facility/Operation					
Identify significant materials used at the facility/operation, associated with equipment operations and maintenance.	☐ Oil and Grease ☐ Fuel ☐ Solvents ☐ Paint ☐ Cleaning Solutions ☐ Lubricants ☐ Anti freeze ☐ Battery Acid ☐ Other:				
SC02A-01. Are storm drains located directly within equipment operations and maintenance areas?					
SC02A-02. Is there a designated equipment ops and maintenance area with overhead cover for pollutant sources and/or activity areas?					

Additional Comments:

BMPs	N/A	Fully	Partial	Not	Comments
SC02B - Aircraft, Grnd Vehicle & Eqpmnt Maintenance ☐ Not Applicable at this Facility/Operation					
Identify significant materials used at the facility/operation, associated with maintenance/repair.	☐ Oil and Grease ☐ Fuel ☐ Solvents ☐ Paint ☐ Cleaning Solutions ☐ Lubricants ☐ Anti freeze ☐ Battery Acid ☐ Other:				
SC02B-01. Are employees trained in safe vehicle and equipment operations and maintenance?					
SC02B-02. Are storm drains located directly within the aircraft, vehicle and equipment maintenance area?					
SC02B-03. Is there a designated aircraft, vehicle and equipment maintenance area that is either indoors or covered, bermed, enclosed, or sloped/positioned away from the MS4?					
SC02B-04. Is equipment regularly inspected and tested?					

SC02B-05. Are visual observations performed to detect fluid leaking from aircraft, vehicles, and equipment? Are drip pans put under leaks if needed?					
SC02B-06. Are aircraft vehicles and equipment maintained in good condition to prevent or correct any leakage of oil or other fluids?					
SC02B-07. Are drip pans used during maintenance?					
SC02B-08. Are drip pans or other open containers containing fluid left around? Are fluids regularly transferred for recycling or proper disposal?					
SC02B-09. Is the use of solvent minimized and less toxic solvent used whenever possible? If solvents cannot be avoided, are parts cleaned and/or drained in self-contained sinks or drum units? Are these units checked regularly for leaks?					
SC02B-10. Are mechanical parts, equipment, and vehicles waiting for repair stored under cover and away from drains?					
SC02B-11. Are spill response materials stored in maintenance areas and on maintenance vehicles? Are used absorbent materials collected/removed and properly disposed of?					
SC02B-12. Are fluids and batteries removed from salvage vehicles and equipment properly disposed of?					
SC02B-13. Are obsolete and inoperable vehicles and equipment properly disposed of?					
Additional Comments:					

BMPs	N/A	Fully	Partial	Not	Comments
SC02C – Electric Vehicle Maintenance ☐ Not Applicable at this Facility/Operation					
Identify significant materials used at the facility/operation, associated with maintenance/repair.	☐ Battery Acid ☐ Metals ☐ Vehicle Fluids ☐ Other:				
SC02C-01. Are batteries being overcharged in electric vehicles?					
SC02C-02. Are electric vehicles parked in cool and dry areas when not in use?					

SC02C-03. Are acid resistant drip pans sprinked with a battery acid neutralizing agent being used when filling or cleaning electric vehicles? Are waste being properly disposed?					
SC02C-04. Are battery acid neutralizing kits located adjacent to charging stations and are properly maintained? Is spill response material after use properly disposed of in an appropriate manner?					
SC02C-05. Are electric vehicle batteries being overfilled? Is there staining or residue on the ground signaling spillage?					
SC02C-06. Is maintenance on electric vehicles being performed or batteries being filled during rain events?					
SC02C-07. Are batteries being stored inside buildings in cool and dry places? Are batteries being stored on a nonreactive impervious surface with a cover if stored outside?					
SC02C-08. Is the battery case and terminals being cleaned regularly or when there is a buildup of corrosion? Is the cleaning done with a rag wetted down with a solution of water and battery acid neutralization agent? Is the wastewater being captured and disposed as hazardous waste?					
SC02C-09. Is petroleum jelly or grease being applied on battery terminals in order to slow down the corrosion process?					
Additional Comments:					

BMPs	N/A	Fully	Partial	Not	Comments
SC03 - Aircraft, Ground Vehicle and Equipment Fueling ☐ Not Applicable at this Facility/Operation					
Identify significant materials used at the facility/operation, associated with vehicle and equipment fueling.	☐ Fuel ☐ Other				
SC03-01. Is there a designated fueling area that is covered, bermed, enclosed or sloped away from the MS4?					
SC03-02. Are storm drains located directly within fueling areas?					
SC03-03. Are tanks, piping and valves labeled, regularly inspected and kept in good condition?					
SC03-04. Are absorbent booms, spill kits or vacuum equipment present in fueling areas or on fueling vehicles?					
SC03-05. Are fueling areas regularly inspected?					

SC03-06. Are major fueling operations monitored?					
SC03-07. Is secondary containment or cover used when transferring fuel from a tanker truck to a fuel tank?					
SC03-08. Are leak, overfill protection and spill prevention devices used for tanks and piping?					
SC03-09. Are automatic shut-off mechanisms used for fuel tankers and hose connections?					
SC03-10. Are fuel tanks topped off?					
SC03-11. Is access to fuel tanks and fueling vehicles restricted?					
Additional Comments:					

BMPs	N/A	Fully	Partial	Not	Comments
SC04 - Aircraft, Grnd Vehicle and Equipment Cleaning ☐ Not Applicable at this Facility/Operation					
Identify significant materials at the facility/operation associated with vehicle and equipment cleaning.	☐ Oil and Grease ☐ Solvents ☐ Cleaning Solutions ☐ Lubricants ☐ Anti freeze ☐ Other:				
SC04-01. Are vehicles, equipment, and washing areas kept clean and free of waste?					
SC04-02. Are dry washing and surface preparation techniques used where feasible?					
SC04-03. Are storm drains located directly within wash areas?					
SC04-04. Are pigs and cover mats used to cover all catch basins in the surrounding area to contain the wash water during washing activities?					
SC04-05. Are all washing activities performed in a designated area that captures or diverts all wash water to a structural treatment control BMP, sanitary sewer, or dead end sump with pump?					
SC04-06. Are routine visual observations performed on washing activities and nearby storm drains to detect discharges from cleaning activities?					
SC04-07. Is wash water filtered and recycled where possible? If not possible, is the wash water collected and properly disposed of?					

SC04-08. Are excess materials such as drippings and residue removed by using vacuum methods? Are all waste materials properly disposed of?					
SC04-09. Is a hand-held hose equipped with a positive shut-off nozzle being used to wash vehicles?					
SC04-10. Is vehicles, aircraft, and equipment being washed between 4pm and 10am from November 1 to May 31 and between 6pm and 10am from June 1 to October 31?					
SC04-11. Are wash racks being used to capture and recycle/reuse water?					
Additional Comments:					

BMPs	N/A	Fully	Partial	Not	Comments
SC05 - Aircraft Deicing/Anti-Icing					☐ Not Applicable at this Facility/Operation
Identify significant materials used at the facility/operation, associated with aircraft deicing/anti-icing.	☐ Ethylene Glycol ☐ Propylene glycol ☐ Other:				
SC05-01. Are deicing/anti-icing operations performed only in designated areas that are covered, bermed, enclosed, or sloped/positioned away from the MS4?					
SC05-02. Are deicing/anti-icing operations monitored regularly to ensure quantities of fluids used are at a minimum while not jeopardizing aircraft safety and operation?					
SC05-03. Are all fluids captured or diverted to a treatment control BMP, recycling system, sanitary sewer, or dead end sump with pump?					
SC05-04. Are the designated anti-icing/deicing ramp areas cleaned following deicing/anti-icing operations with wet-type sweepers to remove deicing fluids from the paved areas? Are the fluids recycled or properly disposed of?					
Additional Comments:					

BMPs	N/A	Fully	Partial	Not	Comments
SC06 - Outdoor Loading/Unloading of Materials ☐ Not Applicable at this Facility/Operation					
Identify significant materials loaded or unloaded at the facility/operation.	☐ Oil and Grease ☐ Fuel ☐ Pesticides/Herbicides/Fertilizers ☐ Solvents ☐ Cleaning Solutions ☐ Battery Acid ☐ Other:				
SC06-01. Are contractors/haulers aware of and do they adhere to BMP specifications that are relevant to the loading and unloading of materials?					
SC06-02. Are storm drains located directly within loading/unloading areas?					
SC06-03. Are loading/unloading areas graded, bermed, covered or otherwise protected to prevent contact with rainfall and storm water run-on and run-off?					
SC06-04. Is loading/unloading equipment regularly checked for leaks?					
SC06-05. Are drip pans or other containment measures used under hoses?					
SC06-06. Are loading and unloading areas kept free of spills and debris by containing and absorbing leaks during transfers and spillage from hose disconnections or cargo pallets? Is residue or debris properly disposed of?					
SC06-07. Are spill kits or other measures available in accessible locations near areas where spills may be likely to occur to contain spills and/or prevent tracking off-site?					
Additional Comments:					

BMPs	N/A	Fully	Partial	Not	Comments
SC07 - Outdoor Material Storage ☐ Not Applicable at this Facility/Operation					
Identify significant materials stored outdoors at the facility/operation.	☐ Oil and Grease ☐ Solvents ☐ Paint ☐ Deicing/Anti-Icing Fluids ☐ Cleaning Solutions ☐ Lubricants ☐ Anti freeze ☐ Battery Acid ☐ Fuel ☐ Pesticides/Herbicides/Fertilizers ☐ Metals ☐ Deicing/Anti-Icing Fluids ☐ Sediment ☐ Fire Fighting Foam ☐ Dumpster Wastes ☐ Landscape Wastes ☐ Floatables ☐ Lavatory Chemical Wastes ☐ Potable Water System Chemicals ☐ Rubber Particulates ☐ Other:				

Identify significant materials stored indoors and used outdoors at the facility/operation.	☐ Oil and Grease ☐ Solvents ☐ Paint ☐ Deicing/Anti-Icing Fluids ☐ Cleaning Solutions ☐ Lubricants ☐ Anti freeze ☐ Battery Acid ☐ Fuel ☐ Pesticides/Herbicides/Fertilizers ☐ Metals ☐ Deicing/Anti-Icing Fluids ☐ Sediment ☐ Fire Fighting Foam ☐ Dumpster Wastes ☐ Landscape Wastes ☐ Floatables ☐ Lavatory Chemical Wastes ☐ Potable Water System Chemicals ☐ Rubber Particulates ☐ Other:				
SC07-01. Are outdoor material storage areas located directly in the path of storm drains?					
SC07-02. Do outdoor material storage areas have areas with overhead cover and secondary containment?					
SC07-03. Are outdoor material storage areas prevented from contacting storm water run-on and run-off (e.g. by the use of berms, wood pallets etc.)?					
SC07-04. Are material stockpiles covered and contained or erosion control practices implemented at the perimeter of the site and at any inlets or catch basins to prevent the off-site transport of eroded material?					
SC07-05. Are wood products treated with preservative chemicals covered with tarps or stored indoors?					
SC07-06. Are protection guards (bollards, posts, or guardrails) installed around ASTs and piping to prevent damage from vehicles or forklifts and any subsequent release?					
SC07-07. Are regular inspections performed on tanks, storage containers, and berms to check for corrosion, structural failure, loose fittings, poor welds, leaks etc? Are repairs or replacements performed as needed?					
SC07-08. Are liquid materials in ASTs stored in double-walled, valved storage tanks or within concrete bermed secondary containment areas to provide the capacity to contain the entire volume of the single largest container with sufficient freeboard to contain precipitation? Is the area inside the curb sloped to a drain?					
SC07-09. Is precipitation from bermed areas drained to the sanitary sewer if available or inspected and tested according to applicable regulations prior to its release to a locked, valved or plugged storm drain?					
SC07-10. Is ponded storm water from bermed or containment areas properly disposed of?					
SC07-11. Does the facility/operation have and display a County Hazardous Materials Permit for hazardous materials storage?					
SC07-12. Is an accurate and up-to-date inventory maintained to record materials delivered and stored on site?					
Additional Comments:					

BMPs	N/A	Fully	Partial	Not	Comments
SC08 - Waste Handling and Disposal					☐ Not Applicable at this Facility/Operation
Identify wastes stored, handled, disposed of or recycled at the facility/operation.	I ☐ O ☐ Oil and Grease I ☐ O ☐ Lubricants I ☐ O ☐ Anti freeze I ☐ O ☐ Solvents I ☐ O ☐ Cleaning Solutions I ☐ O ☐ Trash I ☐ O ☐ Other: (I=indoors; O=outdoors)				
SC08-01. Does facility/operation make efforts to reduce amount of waste generated (e.g. use only amount needed, use solvents more than once, practice good inventory control, do not over-buy, purchase long-lasting products, etc.)?					
SC08-02. Are materials recycled whenever possible?					
SC08-03. Is there a designated waste/recycling area with restricted access?					
SC08-04. Are waste/recycling areas located directly in the path of storm drains?					
SC08-05. Is there secondary containment and cover provided for wastes?					
SC08-06. Are wastes that are not contained or covered prevented from contacting storm water run-on and run-off (e.g. by use of berms)?					
SC08-07. Are all dumpsters covered and kept closed and drain holes plugged?					
SC08-08. Are waste collection and storage containers inspected frequently for leaks, spills, compromised structural integrity, and proper closure seal?					
SC08-09. Are employees trained to properly handle and dispose of waste materials?					
SC08-10. Are wastes and recyclable materials stored in appropriate containers, segregated, and properly labeled?					
SC08-11. Are wastes characterized, where appropriate, and properly disposed of?					
SC08-12. Does facility/operation make efforts to prevent overflow of waste containers by timely pickup/service and removal?					
SC08-13. Is dumpster cleaning performed in designated areas that are bermed to contain wash water? Are all collected fluids properly disposed of or discharged to the sanitary sewer?					
SC08-14. Does facility/operation track waste generated, stored, and disposed?					

Additional Comments:

BMPs	N/A	Fully	Partial	Not	Comments
SC09 - Building and Grounds Maintenance ☐ Not Applicable at this Facility/Operation					
Identify significant materials used in/produced by building and grounds maintenance.	☐ Oil and Grease ☐ Pesticides/Herbicides/Fertilizers ☐ Sediment ☐ Landscape Wastes ☐ Other:				
SC09-01. Have all areas of exposed soil been treated to prevent erosion (e.g. landscaped, re-vegetated, or contain erosion or sediment controls)?					
SC09-02. Are all landscaped areas being weeded by hand?					
SC09-03. Are integrated pest management methods implemented? Is the use of pesticides, herbicides, and fertilizers minimized, and are they used according to directions?					
SC09-04. Are temporary BMPs such as portable booms and vacuum trucks used to contain water from outdoor building or structure wash down activities? Is all waste water collected and properly disposed of through a permitted connection to the sanitary sewer?					
SC09-05. Are grass trimings, leaves, sticks, or other collected vegetation being disposed as garbage, to a permitted landfill, or being composted?					
SC09-06. Is stockpiled materials placed away from watercourses and drainage inlets? Are stockpiles being bermed or covered to prevent material release?					
SC09-07. Is spilled fertilizer being cleaned up on sidewalks or pavement before application of irrigation water?					

Additional Comments:

BMPs	N/A	Fully	Partial	Not	Comments
SC10 - Employee Training			☐ Not Applicable at this Facility/Operation		
SC10-01. Is the facility/operation SWMP/SWPPP up to date, including completion of amendment pages?					
SC10-02. Have employees and contractors been trained on storm water pollution prevention education covering all storm water issues, implementation and effectiveness of BMPs, spill prevention and cleanup, hazardous materials management, right-to-know awareness, and SWMP or SWPPP implementation?					
SC10-03. Are any additional training programs in place (e.g. Spill Prevention Control and Countermeasure (SPCC) Plan implementation, the prohibition on cross-connections between sanitary sewers and storm drains, and contractor responsibility to comply with adopted BMPs)?					
SC10-04. Does facility/operation have current training records of employees that have participated in the storm water pollution prevention education program and other related training programs?					
Additional Comments:					

BMPs	N/A	Fully	Partial	Not	Comments
SC11 - Lavatory Service Operation			☐ Not Applicable at this Facility/Operation		
Identify significant materials at the facility/operation associated with lavatory service operations.	☐ Lavatory Chemicals ☐ Lavatory Waste ☐ Lavatory Truck Wash Water ☐ Other:				
SC11-01. Are triturator facilities covered and bermed with low roll-over type berms?					
SC11-02. Are triturator facilities located directly in the path of storm drains?					
SC11-03. Are all hoses and fittings used for transferring lavatory waste regularly inspected and all equipment kept in good condition?					
SC11-04. Are absorbent booms, spill kits, and other containment equipment present on lavatory service equipment and at the triturator facility?					
SC11-05. Are all mixing and transfers of surfactants and disinfectants performed within the covered and bermed triturator area or under a cover?					

SC11-06. Are drip pans used when draining aircraft lavatory systems? Is collected drippage immediately dumped into the bulk storage tank on the lavatory service cart or lavatory service truck?					
SC11-07. Are all spills of lavatory wastes and lavatory chemicals immediately cleaned and properly disposed of at the triturator facility?					
SC11-08. Are all hoses, valves, and equipment secured when transporting lavatory waste?					
SC11-09. Are lavatory truck cleanouts/backflushing and lavatory waste discharging to sanitary sewer connections performed ONLY at triturator facilities?					
SC11-10. Are all hoses drained completely?					
SC11-11. Does lavatory service cart or truck have spill prevention equipment installed?					
SC11-12. Are temporary sanitary facilities have secondary containment and is located away from watercourses, drainage facilities, traffic circulation, and high wind areas?					
SC11-13. Are temporary sanitary facilities regularly inspected for leaks and spills? Are temporary sanitation facilities being cleaned or replaced from inspections of leaks and spills?					
Additional Comments:					

BMPs	N/A	Fully	Partial	Not	Comments
SC12 - Outdoor Washdown/Sweeping,					□ Not Applicable at this Facility/Operation
SC12-01. Is sweeping and scrubbing equipment regularly inspected and maintained to ensure effectiveness at removing pollutants and to avoid leaks?					
SC12-02. Are roads, ramp areas, apron areas and if feasible, runway/taxiway areas swept regularly?					
SC12-03. Is sweeping performed during dry weather using dry sweeping techniques where feasible?					
SC12-04. Are sweepers operated at manufacturer-recommended optimal speeds?					
SC12-05. Are debris and sediment from sweeping properly disposed of?					

SC12-06. Are outdoor washdown areas bermed to contain the wash water and to prevent run-on to adjacent areas?					
SC12-07. Is the amount of water used during outdoor washdown activities minimized?					
SC12-08. Is wash water collected and discharged to the sanitary sewer system through a permitted connection at designated and approved discharge facilities (i.e. dewatering bin)?					
SC12-09. Does facility maintain records of the sweeping or scrubbing activities including the miles swept or scrubbed and the amount of waste collected?					
SC12-10. Is reclaimed water being used for washdowns and scrubbing activities when possible?					
Additional Comments:					

BMPs	N/A	Fully	Partial	Not	Comments
SC13 - Fire Fighting Foam Discharge	☐ Not Applicable at this Facility/Operation				
Identify significant materials at the facility/operation associated with testing fire fighting equipment.	☐ Aircraft Fire Fighting Foam ☐ Other:				
SC13-01. Are fire fighting foam discharge/testing areas located directly in the path of storm drains?					
SC13-02. Is fire fighting equipment regularly inspected and tested?					
SC13-03. Is there a designated fire fighting foam testing area that captures or diverts all foam waste to a structural treatment control, sanitary sewer, or dead end sump with pump?					
SC13-04. Are sump(s) and/or oil water separator(s) serviced regularly?					
SC13-05. Are fire fighting foam testing areas prevented from contacting storm water run-on and run-off or from reaching storm drains (e.g. by the use of berms or sandbags)?					
Additional Comments:					

BMPs	N/A	Fully	Partial	Not	Comments
SC14 - Potable Water System Flushing	☐ Not Applicable at this Facility/Operation				
Identify significant materials used at the facility/operation, associated with aircraft potable water system flushing and water truck cleaning/flushing.	☐ Purine ☐ Chlorine Bleach ☐ Other:				
SC14-01. Are the aircraft potable water system or water truck cleaning/flushing areas located directly in the path of storm drains or surface pollutants?					
SC14-02. Is there a designated cleaning/flushing area that captures or diverts all wastewater away from storm drains, or to a structural treatment control, sanitary sewer or dead end sump with pump?					
SC14-03. Are cleaning/flushing areas prevented from contacting stormwater run-on and run-off (e.g. by the use of berms)?					
Additional Comments:					

BMPs	N/A	Fully	Partial	Not	Comments
SC15 - Runway Rubber Removal	☐ Not Applicable at this Facility/Operation				
Identify significant materials generated by runway rubber removal activities.	☐ Rubber Particles ☐ Dirt Particles ☐ Other:				
SC15-01. Is the amount of water used during runway rubber removal activities minimized?					
SC15-02. Is the waste water produced from runway rubber removal activities prevented from entering the storm drainage system by immediately collecting and properly disposing of it?					
SC15-03. Are manual or mechanical cleaning methods (e.g. mechanical street sweepers) used to remove rubber particulates from the runway and adjacent paved areas following runway rubber removal activities?					
SC15-04. Are storm drain inlets, catch basins, and runway drainage areas inspected following runway rubber removal activities for any resulting debris? Is debris removed and properly disposed of?					

Additional Comments:

BMPs	N/A	Fully	Partial	Not	Comments
SC16 - Parking Lots	☐ Not Applicable at this Facility/Operation				
SC16-01. Are parking lots posted with "No Littering" signs and have regularly emptied trash receptacles?					
SC16-02. Are all parking lot areas swept regularly and accumulated debris and sediment removed?					
SC16-03. Are sweepers operated at manufacturer-recommended optimal speeds?					
SC16-04. Is sweeping in parking lot areas performed when the number of parked vehicles is lowest to maximize areas swept?					
SC16-05. Does facility maintain records of the sweeping activities including the miles swept and the amount of waste collected?					
SC16-06. Are oily spots from parking lot surfaces cleaned with absorbent materials?					
SC16-07. Are repairs to parking lot surfaces performed during periods of dry weather?					
SC16-08. Are nearby storm drain inlets, catch basins, and manholes covered and sealed during parking lot repairs?					
SC16-09. Are drip pans and absorbent materials used to catch and collect drips and leaks from paving equipment that is not in use?					
SC16-10. Are hot bituminous materials used for parking lot repairs preheated and transferred or loaded away from storm drain inlets?					
SC16-11. Are used absorbent materials, debris, and collected drips properly disposed of?					
SC16-12. Does facility make efforts to avoid draining rooftop downspout drains onto paved parking lot surfaces?					
SC16-13. Is waste materials generated from parking lot repairs being removed by sweeping, vacuum, or other dry methods? Is the collection of removed pavement material being done by mechanical or manual methods?					
SC16-14. Are waste materials and debris from parking lot repairs being stored in containers or in stockpiles with a cover and berm around it and is away from storm drain inlets?					

Additional Comments:

BMPs	N/A	Fully	Partial	Not	Comments
SC17 - Drainage System Maintenance					☐ Not Applicable at this Facility/Operation
SC17-01 Are storm drains stenciled with "No Dumping" messages?					
SC17-02. Does facility/operation conduct routine self-inspections of the storm water drainage system? Does the Authority inspect the entire MS4 at least annually, between the dates of May 1 and September 30?					
SC17-03. Are appropriate measures taken to prevent discharge during MS4 cleaning and maintenance?					
SC17-04. Does facility clean and maintain storm drain inlets, catch basins, pipes, and other conveyance structures before the wet season and as needed?					
SC17-05. Does facility clear open channels of accumulated litter in a timely manner?					
SC17-06. Does facility properly dispose of all accumulated sediments, contaminants, debris, and waste water from cleaning and maintenance activities?					
SC17-07. Does facility maintain records for all inspections, cleaning, and maintenance including the quantity of waste removed?					

Additional Comments:

BMPs	N/A	Fully	Partial	Not	Comments
SC18 - Housekeeping					☐ Not Applicable at this Facility/Operation
SC18-01. Does facility/operation regularly perform and document self-inspections and evaluations of the implemented BMPs?					
SC18-02. Is facility/operational area kept clean and orderly?					
SC18-03. Are trash receptacles placed in appropriate locations? Does trash receptacles have covers?					

SC18-04. Does facility sweep all operational areas at least once per week to prevent the accumulation of sediments, debris, and contaminants?					
SC18-05. Are all debris and sediment from sweeping properly disposed of?					
SC18-06. Are significant materials stored in the appropriate containers that are properly sealed and labeled?					
SC18-07. Are significant materials stored within secondary containment?					
SC18-08. Are significant materials stored in a restricted access area?					
SC18-09. Are Material Safety Data Sheets (MSDSs) readily available for all significant materials?					
Additional Comments:					

BMPs	N/A	Fully	Partial	Not	Comments
SC19 - Safer/Alternative Products	☐ Not Applicable at this Facility/Operation				
SC19-01. Does facility/operation use alternative products that are "Regionally Accepted" and are identified as non-toxic, less toxic or biodegradable?					
SC19-02. Does facility maximize the purchase and use of products containing recycled materials?					
Additional Comments:					

BMPs	N/A	Fully	Partial	Not	Comments
SC20 – Erodible Areas	☐ Not Applicable at this Facility/Operation				
Identify significant materials at the facility/operation associated with erodible areas.	☐ Sediments ☐ Other:				
SC20-01. Does facility/operation minimize operation on erodible areas?					
SC20-02. Is the natural vegetation being preserved?					
SC20-03. Are loose soils and slopes stabilize by re-vegetation or non-vegetation stabilization methods prior to a forecast storm event?					

SC20-04. Are erodible areas being spray down with water or environmentally benign dust suppressants until stabilization is reached?					
Additional Comments:					

BMPs	N/A	Fully	Partial	Not	Comments
SC21 – Construction Repair/Remodel	☐ Not Applicable at this Facility/Operation				
Identify significant materials at the facility/operation associated with construction activity.	☐ Asphalt ☐ Basic Materials ☐ Concrete ☐ Construction Material ☐ Debris ☐ Floatables ☐ Fuel ☐ Metals ☐ Oil and Grease ☐ Paint ☐ Sediments ☐ Sealants ☐ Septic Wastes ☐ Solvents ☐ Suspended Soilds ☐ Trash ☐ Synthetic Organics ☐ Vehicle Fluids ☐ Other:				
SC21-01. Are outdoor repairs and construction being done during rain events or during any period the National Weather Service is forecasting 50% chance of rain?					
SC21-02. Are inactive areas stabilized with temporary vegetation or non-vegetation stabilization methods?					
SC21-03. Is traffic limited to stabilized roadways within the site? Is traffic volume and activity limited on erodible areas with a speed limit of 15 miles per hour?					
SC21-04. Is there perimeter control and runon/runoff controls in place? Are silt fences, fiber rolls, or gravel bags being used for perimeter control and runon/runoff control?					
SC21-05. Are inlets protected? Are they protected with gravel bags, fiber rolls, or spill mats or pads?					
SC21-06. Are streets or paved areas swept of any loose dirt?					
SC21-07. Is there a stabilized construction entrance?					
SC21-08. Is containment pallets, buildings, or garages being used to store materials? Are chemicals stored indoors or in watertight containers on secondary containment? Are erodible landscape material on pallets and covered when not in use? Are fertilizers and landscaped materials contained when not in use?					
SC21-09. Is erodible landscape material being applied within 2 days prior to or during a forecasted rain event?					

SC21-10. Are materials and waste stockpiles covered and protected when not actively being used and prior to a forecasted rain event? Are stockpiles near inlets or drainage courses? Are “cold mix” asphalt, dry-powder concrete, treated wood, and basic materials stockpiles also laying ontop of plastic or other relevant material?					
SC21-11. Are waste containers covered at the end of each work day and when its raining? Is there a sufficient amount of litter receptacles and waste containers to handle the amount of trash and debris generated onsite? Is the trash generated on site picked up daily? Is the soild waste properly being disposed?					
SC21-12. Is lining or drop cloths being used properly during outdoor painting, scraping, and sandblasting work? Are paint mixing activities being performed indoors or in contained areas?					
SC21-13. Are paintbrushes and paint tools being cleaned in a contained area away from soil, watercourses, and drainage systems? Is wastewater and excess oil-based paints and sludge being properly disposed?					
SC21-14. Are concrete washout areas in designated areas away from inlets and drainage courses? Are concrete washout areas properly constructed and maintained?					
SC21-15. Are temporary sanitation facilities have secondary containment and located away from watercourses, drainage facilities, and traffic circulation? Are they regularly inspected for leaks and spills and cleaned up or replaced when necessary? Are they secured from overturning from high winds?					
SC21-16. Is the minimum amount of water necessary being achieved to perform tasks? Are water hoses equipped with positive shut-off valves or nozzles?					
SC21-17. Is saw-cut slurry from concrete or pavement cutting operation being removed by shovel, sweeping, or vacuum? Is the inlets covered or barricaded during saw cutting? Is pavement material being removed by manual or mechanical methods? Is temporary perimeter controls in place during sealing operations until the structure is stabilized? Is the paving equipment parked over plastic on impervous surface to prevent soil contamination? Is hot bituminous material being pre-heated, transferred, or loaded near inlets or drainage courses? Is seal coat, tack coat, slurry seal, or fog seal applied or will go through its curing process when rainfall is predicted?					

SC21-18. Are equipment and vehicles cleaned offsite or at designed areas with berms and sump to capture and properly dispose of washwater? Are the designated area away from inlets and drainage courses?					
SC21-19. Are equipment and vehicles in good working condition and have drip protection available? Are equipment and vehicles being used at designated areas for storage, fueling, and maintenance which are away from inlets and drainage courses?					
SC21-20. Is water being directed away from inlets and drainage courses during blasting or concrete curing operations? Is water being directed towards collection areas for infiltration or removal during blasting operations? Is water being directed towards concrete washout areas during concrete curing operations?					
SC21-21. Is debris from sandblasting being swept or vacuum up at the end of each shift?					
Additional Comments:					

BMPs	N/A	Fully	Partial	Not	Comments
SR01 - Spill Prevention, Control and Clean up					☐ Not Applicable at this Facility/Operation
SR01-01. Does facility/operation have current Spill Prevention, Control, and Countermeasure (SPCC) Plan or facility spill prevention and response procedures, where required?					
SR01-02. Does facility/operation post a summary of the SPCC Plan, or spill response procedures, at key locations, identifying the spill cleanup coordinators, location of cleanup equipment, and phone numbers of regulatory agencies to be contacted in the event of a spill?					
SR01-03. Are relevant employees and contractors trained in the implementation of the SPCC Plan, if applicable, or spill control procedures?					
SR01-04. Are leak and spill prevention devices used?					
SR01-05. Are adequate spill kits placed in appropriate locations?					

SR01-06. In the event of a spill, does facility notify Airport Operations (619-400-2710), the Airport Authority Environmental Affairs Department (619-400-2784), and any agencies or companies identified in the SPCC or facility spill prevention and response procedures?					
SR01-07. In the event of a spill or release, does facility immediately follow procedures identified in the SPCC or facility spill prevention and response procedures?					
SR01-08. Does facility use only dry cleaning methods?					
SR01-09. Are all used spill control and clean-up materials properly disposed of?					
SR01-10. Is waste water from washing activities captured by vacuum and properly disposed of, or diverted to a structural treatment control, sanitary sewer, or dead end sump with pump?					

Additional Comments:

BMPs	N/A	Fully	Partial	Not	Comments
TC 01 - Structural Treatment Control BMPs □ Not Applicable at this Facility/Operation					

Identify each structural treatment control BMP currently implemented at this facility/operation.

Detention Basin TC-22		Vegetated Buffer Strip TC-31		Infiltration Trench TC-10	
Wet Pond TC-20		Harvest and Reuse TC-12		Infiltration Basin TC-11	
Constructed Wetland TC-21		Bioretention TC-32		Water Quality Inlet TC-50	
Vegetated Swale TC-30		Media Filter TC-40		Multiple Systems TC-60	
Biotreatment MP-20		Stormwater Filter MP-40		Wet Vault MP-50	
Gravity Separator MP-51		Drain Inlet Insert MP-52			

Other

TC01-01. Does facility regularly inspect, clean, and maintain all structural treatment control BMPs to prevent the accumulation or resuspension of oil, grease, floating debris and sediments?					

TC01-02. During cleaning operations, are all effluent valves at the treatment control device closed, all standing water properly disposed of, and all accumulated waste removed? Are oil absorbent pads in the treatment control device replaced prior to the start of the wet season and as needed?					
TC01-03. Are records for all inspections, cleaning, and maintenance of structural treatment control BMPs documented and maintained?					
TC01-04. Is an annual inventory of all structural treatment control BMPs performed?					

Additional Comments:

Photos: **Y** ☐ **N** ☐

Immediate "Action Items" Identified: **Y** ☐ **N** ☐

CASQA FORMS

Visual Observation Log - Monthly	
Date and Time of Inspection:	Report Date:
Facility Name:	
Weather	
Antecedent Conditions (last 48 hours):	Current Weather:
NSWD Observations	
Were any authorized non-stormwater discharges observed?	Yes ☐ No ☐
Were any **unauthorized** non-stormwater discharges observed?	Yes ☐ No ☐
If yes to either, identify source:	
Outdoor Industrial Equipment and Storage Area Observations	
Complete Monthly BMP Inspection Report	Yes ☐ No ☐
Drainage Area 1:	Were any deficiencies or any other potential source of industrial pollutants observed? Yes ☐ No ☐
Drainage Area 2:	Were any deficiencies or any other potential source of industrial pollutants observed? Yes ☐ No ☐
Drainage Area 3:	Were any deficiencies or any other potential source of industrial pollutants observed? Yes ☐ No ☐
If yes to any, describe:	
Exception Documentation (explanation required if inspection could not be conducted).	
Inspector Information	
Inspector Name:	Inspector Title:
Signature:	Date:

Visual Observation Log – Sampling Events			
Date and Time of Inspection:		Report Date:	
Facility Name:			
Weather			
Antecedent Conditions (last 48 hours):		Weather:	
Precipitation Total:		Predicted % chance of rain:	
Estimate storm beginning: _____ (date and time)	Estimate storm duration:_____ (hours)	Estimate time since last storm: _____ (days or hours)	Rain gauge reading: _____ (inches)
Sampling Event Observations			
Observations: If yes identify location and observe drainage area to identify probable cause			
Odors	Yes ☐ No ☐		
Floating material	Yes ☐ No ☐		
Suspended Material	Yes ☐ No ☐		
Sheen	Yes ☐ No ☐		
Discolorations	Yes ☐ No ☐		
Turbidity	Yes ☐ No ☐		
NSWD Observations			
Were any authorized non-stormwater discharges observed?		Yes ☐	No ☐
Were any **unauthorized** non-stormwater discharges observed?		Yes ☐	No ☐
If yes to either, identify source			
Drainage Area Observations			
Drainage Area		**Deficiencies Noted**	

Exception Documentation (explanation required if inspection could not be conducted).	
Inspector Information	
Inspector Name:	Inspector Title:
Signature:	Date:

Sampling Log		
Facility Name:	Date:	Time Start:
Sampler Name:		

Field Meter Calibration
pH Meter ID No./Description: Calibration Date/Time:

Field pH Measurements		
Discharge Location Identifier	pH	Time

Samples Collected		
Discharge Location Identifier	Constituent	Time
	Oil and Grease	
	Total Suspended Solids	

Additional Sampling Notes:
Time End:

JRMP ANNUAL REPORT FORM

JURISDICTIONAL RUNOFF MANAGEMENT PROGRAM ANNUAL REPORT FORM

FY _____

I. COPERMITTEE INFORMATION			
Copermittee Name:			
Copermittee Primary Contact Name:			
Copermittee Primary Contact Information: Address: City:	County:	State:	Zip:
Telephone:	Fax:	Email:	

II. LEGAL AUTHORITY	
Has the Copermittee established adequate legal authority within its jurisdiction to control pollutant discharges into and from its MS4 that complies with Order No. R9-2013-0001?	YES ☐ NO ☐
A Principal Executive Officer, Ranking Elected Official, or Duly Authorized Representative has certified that the Copermittee obtained and maintains adequate legal authority?	YES ☐ NO ☐

III. JURISDICTIONAL RUNOFF MANAGEMENT PROGRAM DOCUMENT UPDATE	
Was an update of the jurisdictional runoff management program document required or recommended by the San Diego Water Board?	YES ☐ NO ☐
If YES to the question above, did the Copermittee update its jurisdictional runoff management program document and make it available on the Regional Clearinghouse?	YES ☐ NO ☐

IV. ILLICIT DISCHARGE DETECTION AND ELIMINATION PROGRAM	
Has the Copermittee implemented a program to actively detect and eliminate illicit discharges and connections to its MS4 that complies with Order No. R9-2013-0001?	YES ☐ NO ☐

Number of non-storm water discharges reported by the public	
Number of non-storm water discharges detected by Copermittee staff or contractors	
Number of non-storm water discharges investigated by the Copermittee	
Number of sources of non-storm water discharges identified	
Number of non-storm water discharges eliminated	
Number of sources of illicit discharges or connections identified	
Number of illicit discharges or connections eliminated	
Number of enforcement actions issued	
Number of escalated enforcement actions issued	

V. DEVELOPMENT PLANNING PROGRAM	
Has the Copermittee implemented a development planning program that complies with Order No. R9-2013-0001?	YES ☐ NO ☐
Was an update to the BMP Design Manual required or recommended by the San Diego Water Board?	YES ☐ NO ☐
If YES to the question above, did the Copermittee update its BMP Design Manual and make it available on the Regional Clearinghouse?	YES ☐ NO ☐

Number of proposed development projects in review	
Number of Priority Development Projects in review	
Number of Priority Development Projects approved	
Number of approved Priority Development Projects exempt from any BMP requirements	
Number of approved Priority Development Projects allowed alternative compliance	
Number of Priority Development Projects granted occupancy	

Number of completed Priority Development Projects in inventory	
Number of high priority Priority Development Project structural BMP inspections	
Number of Priority Development Project structural BMP violations	
Number of enforcement actions issued	
Number of escalated enforcement actions issued	

JURISDICTIONAL RUNOFF MANAGEMENT PROGRAM
ANNUAL REPORT FORM

FY _____

VI. CONSTRUCTION MANAGEMENT PROGRAM

Has the Copermittee implemented a construction management program that complies with Order No. R9-2013-0001?	YES ☐ NO ☐

Number of construction sites in inventory	
Number of active construction sites in inventory	
Number of inactive construction sites in inventory	
Number of construction sites closed/completed during reporting period	
Number of construction site inspections	
Number of construction site violations	
Number of enforcement actions issued	
Number of escalated enforcement actions issued	

VII. EXISTING DEVELOPMENT MANAGEMENT PROGRAM

Has the Copermittee implemented an existing development management program that complies with Order No. R9-2013-0001?	YES ☐ NO ☐

	Municipal	Commercial	Industrial	Residential
Number of facilities or areas in inventory				
Number of existing development inspections				
Number of follow-up inspections				
Number of violations				
Number of enforcement actions issued				
Number of escalated enforcement actions issued				

VIII. PUBLIC EDUCATION AND PARTICIPATION

Has the Copermittee implemented a public education program component that complies with Order No. R9-2013-0001?	YES ☐ NO ☐
Has the Copermittee implemented a public participation program component that complies with Order No. R9-2013-0001?	YES ☐ NO ☐

IX. FISCAL ANALYSIS

Has the Copermittee attached to this form a summary of its fiscal analysis that complies with Order No. R9-2013-0001?	YES ☐ NO ☐

X. CERTIFICATION

I [☐ Principal Executive Officer ☐ Ranking Elected Official ☐ Duly Authorized Representative] certify under penalty of law that I have personally examined and am familiar with the information submitted in this document and all attachments and that, based on my inquiry of those individuals immediately responsible for obtaining the information, I believe that the information is true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment.

Signature	Date
Print Name	Title
Telephone Number	Email

INDUSTRIAL ANNUAL REPORT FORM

Placeholder for Industrial Annual Report Form

MS4 OUTFALL VISUAL OBSERVATION FIELD DATA SHEETS

COUNTY OF SAN DIEGO
WATERSHED PROTECTION PROGRAM

DEPARTMENT OF PUBLIC WORKS
5510 OVERLAND AVE., SUITE 410
SAN DIEGO, CA 92123

MS4 Outfall Visual Observation Field Datasheet

New Site? ☐ Yes ☐ No ☐ **Source Investigation Follow-up for**_____

General Site Description

Site ID				**Site Type**		**Sample Event ID**	
Location						**Sample Event Type**	
Date		**Time**		**Latitude**	° N (NAD83)	**HU**	
Staff		**TB Guide**		**Longitude**	° W (NAD83)	**HSA**	

Historical Outfall Dry Weather Flow Info: ☐ Unknown ☐ Persistent ☐ Transient ☐ Dry

Conveyance (Check one only) ☐ Concrete Channel ☐ Natural Creek ☐ Earthen Channel ☐ Manhole ☐ Outfall ☐ Other_____

Flow Status ☐ Flowing ☐ Ponded ☐ Tidal ☐ Dry

Flow Reaches Receiving Water? ☐ Yes ☐ No

Non-Stormwater Flow Source? ☐Yes ☐No ☐Unknown

Evidence of Obvious IC/ID?* ☐Odor ☐Color ☐High Flow

***Requires immediate follow-up**

Outfall Structural Condition
- ☐ Normal
- ☐ Damaged
- ☐ Scour Pond
- ☐ Blockage

Potential Source ☐ Ground Water ☐ Irrigation Runoff ☐ Permitted Discharge ☐ Vehicle Washing ☐ Power Washing ☐ Pool/Spa Discharge ☐ Water Line Break ☐Unknown ☐Tidal ☐Other_____

Was Flow Source Eliminated? ☐Yes ☐No

Notes:_____

_____

Weather ☐ Clear ☐ Partly Cloudy ☒ Overcast ☐ Fog

Last Rain ☐ > 72 hours ☐ < 72 hours but ≤ 0.1"

Tide ☐ N/A ☐ Low ☐ Incoming ☐ High ☐ Outgoing Tide Height_____ft.

Observations

Odor	☐ None	☐ Sewage	☐ Sulfides	☐ Petroleum	☐ Manure	☐ Other
Color	☐ None	☐ Yellow	☐ Brown (Silty)	☐ White (Milky)	☐ Gray	☐ Other
Clarity	☐ Clear	☐ Cloudy(<4" vis)	☐ Murky(>4" vis)			☐ Other
Floatables	☐ None	☐ Trash	☐ Bubbles/Foam	☐ Sheen ☐ Algae	☐ Biofilm	☐ Other
Deposit	☐ None	☐ Coarse Particulate	☐ Fine Particulate	☐ Stains/Minerals	☐ Oily Deposit	☐ Other
Vegetation	☐ None	☐ Limited	☐ Normal	☐ Excessive		☐ Other
Biology	☐ None	☐ Insects ☐ Algae	☐ Snails	☐ Fish ☐ Birds	☐ Cray Fish	☐ Other

MS4 Outfall Flow Estimate

Width		ft
Depth		ft
Velocity		ft/sec
Length of Ponded Area		ft

Flowing Pipe Diameter _____ft. Depth_____ft. Velocity_____ft/sec
Bottle Fill Volume_____ml Time to Fill_____seconds
Leaf Float Distance_____ft. Time_____seconds

Estimated Flow Rate _____ ☐ cfs ☐ gpm

Trash Present? ☐ Yes ☐ No **Trash Assessment** ☐ High (>400 pieces) ☐ Medium (50 to 400 pieces) ☐ Low (<50 pieces)
Evidence of Illegal Dumping ☐ Yes ☐ No **Evidence of Illegal Connection** ☐ Yes ☐ No
Accessibility ☐ Easy ☐ Moderate ☐ Difficult ☐ Critical Habitat

Comments:_____

COUNTY OF SAN DIEGO
WATERSHED PROTECTION PROGRAM

DEPARTMENT OF PUBLIC WORKS
5510 OVERLAND AVE., SUITE 410
SAN DIEGO, CA 92123

Site Type: VOM (Visual Outfall Monitoring) – For sites that are within the visual outfall monitoring program.
A, B, C, D… (Source Investigation) – For locations that are aimed at source follow-up investigations.

Sample Event Type: Visual Observation
Confirmation
Source Investigation
Duplicate
Blank
Lab Standard

Watersheds

Hydro. Unit	Watershed
902	Santa Margarita River
903	San Luis Rey River
904	Carlsbad Management Area
905	San Dieguito River
906	Los Penasquitos
907	San Diego River
908	Pueblo San Diego
909	Sweetwater River
910	Otay River
911	Tijuana River

DRY WEATHER MONITORING FIELD DATA SHEET

COUNTY OF SAN DIEGO
WATERSHED PROTECTION PROGRAM

DEPARTMENT OF PUBLIC WORKS
5510 OVERLAND AVE., SUITE 410
SAN DIEGO, CA 92123

Dry Weather Monitoring Field Datasheet

New Site? ☐ Yes ☐ No ☐ **IC/ID Follow-up for**_____

GENERAL SITE DESCRIPTION

Site ID		**Site Type**		**Sample Event ID**		**Sample Event Type**		
Location						**Watershed**	**Hydrologic Unit**	
Date		**Time**		**Latitude**	° N		**Hydrologic Area**	
Field Staff		**Thomas Guide**		**Longitude**	° W		**Hydrologic Subarea**	

QC Sample ☐ None ☐ Original ☐ Duplicate ☐ Blank ☐ Split ☐ Lab Standard

Land Use (Primary) (Check one only) ☐ Residential ☐ Rural Resid. ☐ Commercial ☐ Industrial ☐ Agriculture ☐ Parks ☐ Open

Land Use (Secondary) (Optional, >10%) ☐ Residential ☐ Rural Resid. ☐ Commercial ☐ Industrial ☐ Agric. ☐ Parks ☐ Open ☐ None

Conveyance (Check one only) ☐ Concrete Channel ☐ Natural Creek ☐ Earthen Channel ☐ Manhole ☐ Catch Basin ☐ Outlet ☐ Curb/Gutter

WATER FLOW ☐ Flowing ☐ Ponded ☐ Dry **REFERRED FOR**

GENERAL CONDITION

Weather ☐ Sunny ☐ Partly Cloudy ☐ Overcast ☐ Fog **Last Rain** ☐ > 72 hours ☐ < 72 hours ☐ None ☐ ≤ 0.1 inches

OBSERVATIONS N/A

Odor	☐ None	☐ Musty	☐ Rotten Eggs	☐ Chemical		☐ Sewage	☐ Other
Color	☐ None	☐ Yellow	☐ Brown (Silty)	☐ White (Milky)		☐ Gray	☐ Other
Clarity	☐ Clear	☐ Slightly Cloudy	☐ Opaque				☐ Other
Floatables	☐ None	☐ Trash	☐ Bubbles/Foam	☐ Sheen	☐ Algae	☐ Fecal Matter	☐ Other
Deposit	☐ None	☐ Coarse Particulate	☐ Fine Particulate	☐ Stain		☐ Oily Deposit	☐ Other
Vegetation	☐ None	☐ Limited	☐ Normal	☐ Excessive			☐ Other
Biology	☐ None	☐ Insects	☐ Algae	☐ Snails	☐ Fish	☐ Birds	☐ Cray Fish	☐ Other

FLOW MEASUREMENT N/A

Flowing Creek	**Average**
Width	ft
Depth	ft
Velocity	ft/sec (enter 0 if water is ponded)
Length of Ponded Area	ft

Evidence of Overland Flow? ☐ Yes ☐ No ☐ Irrigation Runoff ☐ Other _____

Outlet Diameter _____ Liters/Second _____

Leaf Float Distance_____ft Time_____sec

FIELD MEASUREMENT N/A

Horiba Meter: ☐ In Stream ☐ In Bucket ☐ Agitated (DO)

Sample Filtered for Test Kits? ☐ Yes ☐ No

Analytical Lab Sample Collected? ☐ Yes ☐ No

Parameter	**Reading**	**Parameter**	**Reading**	**Parameter**		**1st Reading**	**Dil. Factor**	**Dil. Reading**	**Final**
pH (Unit)		DO (mg/L)		Phosphate (PO_4)	mg/L				
Cond. (mS/cm)		Temp (°C)		Nitrate (NO_3)					
Turb. (NTU)		Salinity (%)		Ammonia (NH_3-N)					
TDS (g/L)				MBAS					

COMMENTS: _____

_____

_____

Completed by_____

COUNTY OF SAN DIEGO
WATERSHED PROTECTION PROGRAM

DEPARTMENT OF PUBLIC WORKS
5510 OVERLAND AVE., SUITE 410
SAN DIEGO, CA 92123

SiteType: DWM (Dry weather monitoring) – For sites that are within dry weather monitoring programs.
A, B, C, D… (IC/ID investigation) – For stations that are aimed at IC/ID follow-up investigations.

EventType: Field Screening
Confirmation
Source ID
Duplicate
Blank
Lab Standard

Action Levels

Field Screening Analyte	Action Level
pH	<6.5 or >9.0
Orthophosphate-P (mg/L)	2.0 (**6.0 PO_4**)
Nitrate-N (mg/L)	10.0 (**44.3 NO_3**)
Ammonia-N (mg/L)	1.0
MBAS	1.0
Turbidity (NTU)	B.P.J.
Temperature (^oC)	B.P.J.
Conductivity ($\mu S/cm$)	B.P.J.

Laboratory Analyte	Action Level
Oil and Grease (mg/L)	15
Diazinon & Chlorpyrifos ($\mu g/L$)	0.5
Dissolved Cd, Cu, Pb, Zn ($\mu g/L$)	C.T.R.
Total Coliform (MPN/100 mL)	130,000
Fecal Coliform (MPN/100 mL)	13,000
Enterococcus (MPN/100 mL)	7,000

Watersheds

Hydro. Unit	Watershed
902	Santa Margarita River
903	San Luis Rey River
904	Carlsbad Management Area
905	San Dieguito River
907	San Diego River
909	Sweetwater River
910	Otay River
911	Tijuana River

Land Use Types

1. **Residential**
   Single-family and multi-family homes, mobile home parks, etc.

2. **Rural Residential**
   Single-family homes located in rural areas with lot sizes of approximately 1 to 10 acres. Rural residential estates may have small orchards, fields or small storage buildings associated with the residential dwelling unit, etc.

3. **Commercial**
   Offices, schools, shopping centers, auto dealerships, government/civic centers, cemeteries, churches, libraries, post offices, fire/police stations, military use, jails, prisons, border patrol holding stations, dormitories, hotels, motels, resorts, and casinos, etc.

4. **Agricultural**
   Orchards, vineyards, nurseries, greenhouses, flower fields, dairies, livestock, poultry, equine ranches, row crops and grains, pasture, fallow, etc.

5. **Industrial**
   Shipbuilding, airframe, aircraft manufacturing, industrial parks, manufacturing uses such as lumber, furniture, paper, rubber, stone, clay, and glass; auto repair services/recycling centers; warehousing, wholesale trade; mining, sand and gravel extraction, salt evaporation; junkyard, dumps/landfills; auto wrecking/dismantling and recycling centers, etc.

6. **Parks**
   Recreation areas and centers, neighborhood parks, wildlife and nature preserves, golf courses, accessible sandy areas along the coast or major water bodies allowing swimming and picnicking, etc.

7. **Open**
   Vacant and undeveloped lands, etc.

EXAMPLE COCs

SIERRA ANALYTICAL
TEL: 949 • 348 • 9389
FAX: 949 • 348 • 9115
26052 Merit Circle • Suite 105 • Laguna Hills, CA • 92653

CHAIN OF CUSTODY RECORD

Date:_____/_____/_____ **Page: _____ of _____**

Lab Work Order No.: _____

Client:
Client Address:

Client Project ID:

Client Tel. No.:
Client Fax. No.:
Client Proj. Mgr.:

Turn Around Time Requested:
☐ Immediate ☐ 24 Hour
☐ 48 Hour ☐ 72 Hour
☐ 4 Day ☐ 5 Day
☐ Normal ☐ Mobile

Analyses Requested

Geotracker EDD Info:

Client LOGCODE

Site Global ID

Client Sample ID.	Sierra No.	Date	Time	Matrix	Preservative	Container Type	No. of Containers	Field Point Names / Comments

1 Sampler Signature: _____ Shipped Via: _____
Printed Name: _____ (Carrier/Waybill No.) _____

Total Number of Containers Submitted to Laboratory

Sample Disposal:
☐ **Return to Client**
☐ **Lab Disposal ***
☐ **Archive ____ mos.**
☐ **Other _____**

2 Relinquished By:	Date:	Received By:	Date:
Company:	Time:	Company:	Time:
3 Relinquished By:	Date:	Received By:	Date:
Company:	Time:	Company:	Time:
4 Relinquished By:	Date:	Received By:	Date:
Company:	Time:	Company:	Time:

The delivery of samples and the signature on this chain of custody form constitutes authorization to perform the analyses specified above under SIERRA's Terms and Conditions, unless otherwise agreed upon in writing between SIERRA and CLIENT.
*** - Samples determined to be hazardous by SIERRA will be returned to CLIENT.**

Total Number of Containers Received by Laboratory

Special Instructions:

FOR LABORATORY USE ONLY - Sample Receipt Conditions:
☐ Intact ☐ Chilled - Temp (°C) _____
☐ Sample Seals ☐ Preservatives - Verified By _____
☐ Properly Labelled ☐ Other _____
☐ Appropriate Sample Container ☐ Storage Location _____