



# Marin County Stormwater Pollution Prevention Program

## 2012-2013 Annual Report



BELVEDERE CORTE MADERA COUNTY OF MARIN FAIRFAX LARKSPUR MILL VALLEY NOVATO  
ROSS SAN ANSELMO SAN RAFAEL SAUSALITO TIBURON

**Marin County Stormwater Pollution Prevention Program (MCSTOPPP)**  
**Marin County Department of Public Works**  
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MCSTOPPP is administered by Marin County Flood Control and Water Conservation District with assistance from County of Marin. Marin General Services Authority provides budgetary oversight.

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Cover photos (clockwise from top): The Marin Headlands (Bigstock™ stock photo); San Rafael's Cigarette Eater Meter unveiling (photo credit: Terri Fashing); Fourth Grade Students from Tam Valley school using MCSTOPPP workbook (photo credit: Betsy Chatton); volunteers compare their finds at Coastal Cleanup Day (photo credit: Kirk Schroeder).

Larry Walker Associates, Inc. provided technical, regulatory, and report preparation assistance.

**If you are a person with a disability and require materials in alternative formats, call 415-473-4381 (Voice) or CRS 711 or email [disabilityaccess@marincounty.org](mailto:disabilityaccess@marincounty.org)**

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## Acronyms and Abbreviations

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ACOE	Army Corps of Engineers
ADA	Americans with Disabilities Act
ASBS	Areas of Special Biological Significance
ASC	Agency Staff Committee
BASMAA	Bay Area Stormwater Management Agencies Association
BCPUD	Bolinas Community Public Utility District
BMP	Best Management Practice
CAC	Citizens' Advisory Committee
CalRecycle	Department of Resources Recycling and Recovery
CASQA	California Stormwater Quality Association
CCNB	Conservation Corps North Bay
CGP	General Stormwater Permit for Construction Activities
CMSA	Central Marin Sanitation Agency
CPESC	Certified Professional in Erosion and Sediment Control
CUPA	Certified Unified Programs Agency
DPR	California Department of Pesticide Regulation
DPW	Department of Public Works
EHS	Environmental Health Services
FOG	Fats, Oil and Grease
GIS	Geographical Information System
IRWM	Integrated Regional Water Management
IPM	Integrated Pest Management
LID	Low Impact Development
MCSTOPPP	Marin County Stormwater Pollution Prevention Program
MMWD	Marin Municipal Water District
MNSSSA	Marin, Napa, Sonoma, and Solano Stormwater Association
MS4	Municipal Separate Storm Sewer System
NBWA	North Bay Watershed Association
NPDES	National Pollutant Discharge Elimination System
OPP	Oil Payment Program
OWOW	Our Water – Our World
PBCS	Point Blue Conservation Science
QSD	Qualified Stormwater Pollution Prevention Plan Developer
QSP	Qualified Stormwater Pollution Prevention Plan Practitioner
RBRA	Richardson Bay Regional Agency
Regional Water Board	San Francisco Bay Regional Water Quality Control Board

RMP	Regional Monitoring Program
RVSD	Ross Valley Sanitary District
SASM	Sewerage Agency of Southern Marin
SEP	Supplementary Environmental Project
SFEI	San Francisco Estuary Institute
SMART	Sonoma-Marín Area Rail Transit
SMARTS	Stormwater Multi-Applications and Report Tracking System
State Water Board	State Water Resources Control Board
STRAW	Student and Teachers Restoring a Watershed
SWMP	Storm Water Management Plan

# Chapter 1. Let's Preserve and Enhance Marin County's Watersheds

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## OVERVIEW OF THE 2012-2013 ANNUAL REPORT

This Marin County Stormwater Pollution Prevention Program (MCSTOPPP) Annual Report describes activities conducted by the County of Marin (County) and Marin's cities and towns. MCSTOPPP is a Joint Exercise of Powers agency funded by the County and Marin's 11 municipalities and administered by the Marin County Flood Control and Water Conservation District. The report covers both countywide program and local program activities and is organized as follows:

- *Chapter 2. Local Government Leads the Way* covers administration, organization, staffing, and financing of the countywide program.
- *Chapter 3. Caring for Our Creeks* describes the heart of MCSTOPPP: keeping streets and storm drains clean, stopping illegal dumping, stabilizing creek banks, and setting a good pollution prevention example in all municipal operations.
- *Chapter 4. Building and Renewing* provides information on how the County's municipalities comply with construction and post-construction requirements of the Phase II Permit.
- *Chapter 5. Educating Ourselves at Work* documents outreach to businesses to ensure they operate in a way that keeps pollutants away from storm drains, creeks the Bay, and the ocean.
- *Chapter 6. Educating Ourselves at Home and School* details MCSTOPPP's extensive efforts to engage, involve, and educate Marin residents in protecting local creeks.
- *Chapter 7. Water Quality Planning and Monitoring* describes how MCSTOPPP is planning ahead to ensure Marin municipalities remain in compliance with stormwater quality regulations.
- *Supplements A-L* document local pollution prevention accomplishments beyond routine activities by each of the County's 12 municipalities.
- *Supplement M* summarizes each agency's progress meeting performance standards.

## ABOUT THE MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM (MCSTOPPP)

MCSTOPPP is a joint effort of the County of Marin and Marin's 11 cities and towns. The countywide program was formed in 1993 to protect and enhance water quality in creeks and wetlands by preventing stormwater pollution, preserving beneficial uses of local waterways and complying with state and federal regulations.

MCSTOPPP comprises local stormwater pollution prevention efforts by the County and each municipality, as well as by the countywide program. The Marin General Services Authority provides programmatic and budgetary oversight. Budgets are approved by the County's Board



of Supervisors. MCSTOPPP has developed a creek-focused approach to stormwater pollution prevention by integrating habitat restoration, school-based education, volunteer projects, and public education with public works maintenance and code enforcement.

In a 1991 update to its Basin Plan, the San Francisco Bay Regional Water Quality Control Board (hereafter Regional Water Board) mandated Marin’s municipalities pursue a “baseline” program to prevent increases in urban runoff pollutants. In 2003, the State Water Resources Control Board (hereafter State Water Board) required small municipal storm drainage systems, including those in Marin, to be regulated under a statewide National Pollutant Discharge Elimination System (NPDES) Phase II Small Municipal Separate Storm Sewer Systems (MS4s) General Permit (Order No. 2003-005 DWQ) (first term Phase II Permit). The MCSTOPPP Action Plan 2010 is the approved Storm Water Management Plan (SWMP). Each municipality complies with the first term Phase II Permit by implementing Action Plan 2010 through a local stormwater program and through the collaborative efforts of MCSTOPPP.

The first term Phase II Permit expired in 2008 and was administratively extended until a revised Phase II Permit was adopted by the State Water Board. The second term Phase II Permit (Order No. 2013-0001-DWQ) (Phase II Permit) was adopted in February 2013 and became effective July 1, 2013.

This 2012-2013 Annual Report is being submitted in accordance with the requirements of the first term Phase II Permit. This is the final Annual Report under the first term Phase II Permit.

### **MAJOR MCSTOPPP ACCOMPLISHMENTS, 2003-2013**

MCSTOPPP is a unique, creek-focused stormwater program. The core premises of the program created 20 years ago were carried over into the permit-based stormwater program mandated in 2003. MCSTOPPP blended a focus on creeks with the performance-based requirements of the first term Phase II Permit. This focus is realized through six major program elements:

- Local Government Leads the Way
- Caring for Our Creeks and Waterways
- Building and Renewing
- Educating Ourselves at Work
- Educating Ourselves at Home and School
- Protecting the Future

Action Plans, originally created in 1993 and subsequently updated, provide a structure for the stormwater program that integrates the federal- and state-mandated municipal stormwater programs with locally popular efforts to preserve and enhance creek and wetland habitat. The program structure was designed to be accessible to the community, and it guides the program without the typical regulatory jargon. A few key accomplishments were selected to

**MCSTOPPP Program  
Core Premises**

Prioritize pollution prevention measures in watersheds based on an assessment of controllable factors

Involve the community in the assessment of creeks as the focal point to raise awareness and change behavior

highlight the success of MCSTOPPP as a locally directed stormwater management program.

### **Local Government Leads the Way Accomplishments**

- Creation and ongoing management and funding of MCSTOPPP to leverage local resources and create a consistent and collaborative stormwater program.
- Participation in regional and state-wide efforts to leverage resources, including: North Bay Watershed Association (NBWA), Marin, Napa, Sonoma, and Solano Stormwater Association (MNSSSA), Bay Area Stormwater Management Agencies Association (BASMAA), and California Stormwater Quality Association (CASQA).
- Creation of a Citizens' Advisory Committee (CAC) to guide and assist the program.

### **Caring for Our Creeks and Waterways Accomplishments**

- Coordination with the Marin County Watershed Program to integrate flood protection, environmental restoration, infiltration, and water quality protection.
- Support of restoration and water quality projects for numerous creeks and watersheds in Marin.
- Continuation of street sweeping and storm drain cleaning programs that, since 2003-2004, have removed approximately 72,000 cubic yards of debris and sediment, an annual average of 8,000 cubic yards that would have otherwise washed into local creeks.
- Support of the Student and Teachers Restoring a Watershed (STRAW) program that involved over 6,800 students in watershed restoration projects throughout Marin County.

### **Building and Renewing Accomplishments**

- Development of standard best management practice (BMP) guidelines and inspection checklists for small construction projects.
- Inspection of all construction sites with erosion and sediment controls following each major storm event.

#### **Selection of the Creek and Watersheds Restoration Efforts Supported by MCSTOPPP**

Arroyo Corte Madera Watershed

Arroyo Creek

Barnabe Creek

Corte Madera

Coyote Creek

Fairfax Creek

Kent Canyon Creek

Kittle Creek

Lagunitas Watershed

Larsen Creek

Las Gallinas Watershed

Manor Creek

Miller Creek

Novato Creek

Pacheco Creek

Rush Creek

Saltworks Canal

San Anselmo Creek

San Geronimo Creek

Sleepy Hollow Creek

Vineyard Creek

Woodacre Creek

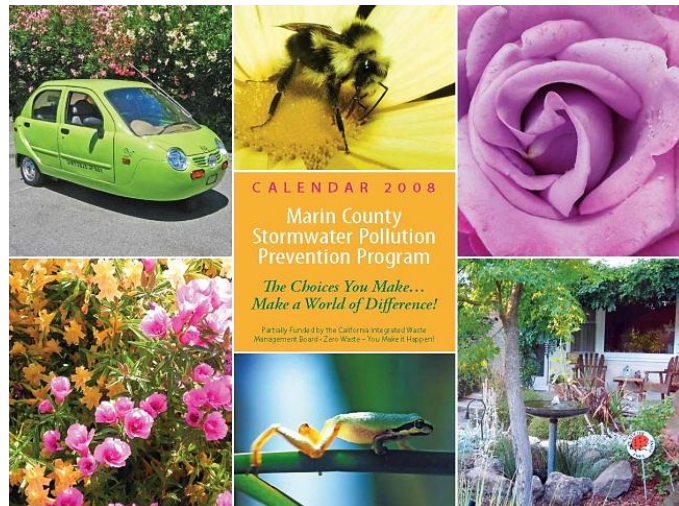
- Development of the *Stormwater Quality Manual for Development in Marin County* to provide low impact development (LID) design guidelines and assistance for applicants through the process of submittals and reviews.

### **Educating Ourselves at Work Accomplishments**

- Incorporation of stormwater issues into multipurpose business inspection programs to control pollutants.
- Development of outreach materials, including letters, brochures, posters, and a website, to provide stormwater information to business owners.
- Qualification of more than 180 Bay-Friendly Landscape Professionals through a 20-hour Landscape Maintenance Training and Qualification Program held by MCSTOPPP and Marin Municipal Water District since 2008.
- Training of municipal staff on conducting stormwater business inspections.

### **Educating Ourselves at Home and School Accomplishments**

- Development of a strong outreach program focuses on community water quality priorities, most notably less toxic pest control in gardens and landscaping.
- Distribution of over 161,000 wall calendars with monthly watershed themes.
- Participation in regional advertising and media relations campaign to leverage resources and provide consistent region-wide stormwater messaging.
- Involvement of volunteers at all levels of the program, including participants in restorations and cleanups, master gardeners, and citizen advisors.



### **Protecting the Future/Water Quality Monitoring and Water Quality Planning Accomplishments**

- Design of outreach and BMPs that targets pollutants impairing local waters (pathogens and pesticides)
  - Horse Keeper Workshops and various informational items on BMPs for manure management.
  - Pet waste bag dispensers and waste receptacles at dog parks.

- Educating staff of local businesses (e.g., home improvement centers) about less toxic alternatives through the Our Water – Our World (OWOW) program materials.
- Sponsoring research of the ecological health of creeks through ten years of studying benthic macroinvertebrates in Marin creeks.
- Participation in TMDL development public processes.

Over the last 10 years, MCSTOPPP has created an integrated stormwater program where the elements support each other and focus on water quality priorities of the community. In the next five years, MCSTOPPP will build on this successful foundation to modify the program to align with revised regulatory requirements.

**Notable Public Less Toxic Pest Control Outreach**

Eco-Friendly Garden Tour

Our Water – Our World Website and Materials

Bay-Friendly Landscape series for gardener and landscape professionals

Marin Home & Garden EXPO

**PERFORMANCE STANDARDS ARE VERIFIABLE POLLUTION PREVENTION GOALS**

Performance standards incorporate specific BMPs that municipalities implement. At the end of each fiscal year, each municipality completes a MCSTOPPP performance standard matrix noting whether each performance standard was implemented, and, if not, a plan and schedule for full implementation is developed. The MCSTOPPP performance standards are listed in **Table 1-1**, along with their corresponding Annual Report chapter.

**Table 1-1. Performance Standards**

Performance Standard	Annual Report Chapter
Municipal Maintenance	
● Street Sweeping	3
● Storm Drain Facilities	3
● Operations and Maintenance of Stormwater Pump Stations	N/A, See matrix
● Litter Control	3
● Corporation Yards	N/A, See matrix
● Road Repair & Maintenance	N/A, See matrix
Illicit Discharge Controls	3
New Development, Redevelopment, and Construction Site Controls	4
Industrial and Commercial Discharge Controls	5
Public Information and Participation	3, 6

Completed matrices for 2012-2013 are presented in **Supplement M**. Certification statements, provided within **Supplement M**, attest to the accuracy of the completed matrices.

### **FUNDING STORMWATER POLLUTION PREVENTION PROGRAMS**

Marin municipalities supported ongoing improvements in countywide and local stormwater quality programs during 2012-2013 with existing funding.

By partnering with others, MCSTOPPP was able to sponsor a variety of programs and workshops, including the Marin Home & Garden EXPO, the Bay-Friendly Landscape Maintenance Training and Qualification Program series for professionals, a stormwater pollution prevention presentation to Marin Municipal Water District (MMWD) staff, and the 2013 MCSTOPPP Wall Calendar.

As in previous years, MCSTOPPP designed and printed nearly 28,000 wall calendars and distributed them to residents and businesses throughout the County. Each month included an oil and filter recycling message and either a stormwater pollution prevention, water conservation, habitat enhancement, or San Francisco Bay water quality protection message. Partner agencies were the MMWD and the consortium known as Marin County Wastewater Treatment Agencies; each provided content for one month and contributed about 12% of the total non-labor calendar costs. The Marin Independent Journal distributed about 22,000 calendars to a broad audience at no charge to MCSTOPPP, and funds from Department of Resources Recycling and Recovery (CalRecycle) Oil Payment Program (OPP) paid for 25% of the calendar. MCSTOPPP's member agencies funded the remaining calendar costs.

In addition, the County of Marin's local stormwater program, in partnership with Marin County Parks and the National Park Service Point Reyes National Seashore, continued implementing a \$1.4 million Prop 84 grant from the State Water Board to reduce pollution runoff into the Duxbury Reef and the Point Reyes Headlands Areas of Special Biological Significance (ASBS). Efforts conducted as a result of this funding are described in Chapter 7 (Water Quality Planning and Monitoring).

The MCSTOPPP 2012-2013 Budget, the proposed MCSTOPPP 2013-2014 Budget, and the revised MCSTOPPP 2013-2014 Budget are included as **Appendices A-1** through **A-3**.

## **Chapter 2. Local Government Leads the Way**

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### **JOINT FUNDING AND OVERSIGHT ARE KEY TO COUNTYWIDE PROGRAM EFFECTIVENESS**

The County of Marin and Marin's 11 cities and towns fund MCSTOPPP's countywide activities. MCSTOPPP's countywide staff includes a three-quarter time program manager, an outreach coordinator, and a part time engineering technician. They are assisted by County staff. In addition to countywide activities, the staff provides technical and outreach resources and reporting assistance to local municipal staff.

At Agency Staff Committee (ASC) meetings (bimonthly in 2012; monthly in 2013), MCSTOPPP staff and local staff report on their activities, discuss challenges and solutions, and strategize and prioritize their ongoing work. Caltrans and the Regional Water Board are represented at these meetings at least annually. MCSTOPPP staff regularly updates the Marin Public Works Association on stormwater permit compliance issues. This association comprises the public works directors of each Marin municipality.

MCSTOPPP's Citizen Advisory Committee (CAC) was created in 1997 and meets quarterly to discuss issues related to development and construction, small businesses, local government, the community, and the environment. The CAC reviews annual work plans and budgets, acts as a community liaison, and is a sounding board for new ideas.

### **MCSTOPPP PARTICIPATES IN STORMWATER POLLUTION PREVENTION STATEWIDE**

MCSTOPPP participates in and helps fund regional efforts to protect water quality, as described below.

#### **Bay Area Stormwater Management Agencies Association**

BASMAA comprises Bay Area municipal stormwater NPDES permittees. Members implement regional projects designed to understand and/or improve the quality of stormwater runoff to the San Francisco Bay, promote regional consistency and facilitate efficient use of public resources. MCSTOPPP staff attended BASMAA Executive Board and Public Information/Participation meetings in order to track and participate in regional efforts that benefit Marin's stormwater program. MCSTOPPP contributed \$12743 to BASMAA in 2012-2013.

#### **Regional Monitoring Program for Trace Substances**

The Regional Water Board mandated the Regional Monitoring Program (RMP) in 1992. The RMP funds the San Francisco Estuary Institute (SFEI) to monitor pollutant concentrations in Bay water, sediments, fish, and shellfish. The RMP publishes an annual report, *Pulse of the Estuary*.<sup>1</sup> Marin's 12 municipalities continue to contribute funds to the RMP through MCSTOPPP. In 2012-

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<sup>1</sup> The 2011 Pulse of the Estuary is available here: <http://www.sfei.org/rmp/pulse>. The 2012 RMP Update is available here: [http://www.sfei.org/sites/default/files/2012%20RMP%20Update%20FINAL%20web\\_0.pdf](http://www.sfei.org/sites/default/files/2012%20RMP%20Update%20FINAL%20web_0.pdf).

2013, MCSTOPPP contributed \$56,305 to the RMP. In addition, the MCSTOPPP Program Manager attended the RMP Annual meeting in October 2012.<sup>2</sup>

The RMP has produced an extensive dataset on contaminants in the Bay. Monitoring performed in the RMP examines spatial patterns and long-term trends in contamination. This is accomplished by sampling water, sediment, bivalves, bird eggs, and fish, and by evaluating toxic effects on sensitive organisms and chemical loading to the Bay. The Program combines RMP data with data from other sources to provide a thorough assessment of chemical contamination in the Bay.

### **North Bay Watershed Association**

NBWA includes various Marin, Napa, and Sonoma municipalities, water, sanitary, and flood control districts, and non-profit organizations interested in watershed health. NBWA facilitates partnerships across political boundaries that promote stewardship of North San Pablo Bay watersheds. MCSTOPPP contributed \$5,800 to NBWA in 2012-2013 and the County of Marin's local stormwater program contributed \$27,196. The Marin County Flood Control and Water Conservation District contributed \$10,000 to NBWA. MCSTOPPP staff actively participate and often take a leadership role on NBWA's Water Quality Technical Committee.

NBWA's 2012-2013 accomplishments included the following:

- Approved \$30,000 for development of a new Phase II Permit provision E.12 (Post-Construction Stormwater Management) guidance manual for Marin, Napa, Sonoma, and Solano Counties;
- Held a forum for the North Bay on April 18, 2013, on Stormwater and Wastewater Regulations-Costs of Compliance at a cost of \$5,000;
- Provided \$50,000 to Point Reyes Bird Observatory (PRBO) Conservation Science for a project that looks at conditions in Eastern Marin and the Petaluma drainage with respect to adapting to sea level rise;<sup>3</sup>
- Funded a *Handbook for Estimating Economic Benefits of Environmental Projects* (completed December 2012) (\$20,000). The handbook<sup>4</sup> identifies approaches to monetizing benefits, including LID projects; and
- Provided \$5,000 in funds to the Marin County Fish and Wildlife Committee in 2013. This money funded the following projects:
  - Mill Valley StreamKeepers: \$700 for a newsletter
  - Point Blue Conservation Science's (formerly Point Reyes Bird Observatory) STRAW project: \$3,000 for tools
  - Marin Audubon: \$1,300 for signs

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<sup>2</sup> <http://www.sfei.org/node/4103>

<sup>3</sup> [http://www.nbwatershed.org/uploads/prez/AdaptingtoSeaLevelRise\\_NorthBayShoreline.pdf](http://www.nbwatershed.org/uploads/prez/AdaptingtoSeaLevelRise_NorthBayShoreline.pdf)

<sup>4</sup> See [http://nbwatershed.org/library/NBWA\\_Handbook\\_2012-1221.pdf](http://nbwatershed.org/library/NBWA_Handbook_2012-1221.pdf) and <http://nbwatershed.org/uploads/prez/NBWA-ECONorthwest%20Jan.%204,%202013.pdf>

### **California Stormwater Quality Association**

MCSTOPPP is a member of CASQA, a statewide organization of municipal, industrial, and construction stormwater NPDES permittees. During 2012-2013, MCSTOPPP staff played an active role in monthly conference calls of CASQA's Phase II subcommittee as well as workgroups that provided constructive and detailed comments on the draft, second term Phase II Permit. The MCSTOPPP Program Manager attended and participated in training at the annual CASQA conference held in November 2012, at which updates on the draft, second term Phase II Permit were provided by State Water Board permit writers.

### **Marin, Napa, Sonoma, and Solano Stormwater Association**

MCSTOPPP is part of the MNSSSA, an informal group of North Bay Phase II municipal stormwater programs that meets to share information and work jointly on projects of mutual interest. During 2012-2013, MCSTOPPP staff attended meetings to discuss the draft, second term Phase II Permit, regional monitoring, and other potential regional partnerships efforts. MCSTOPPP staff played a central role in representing MNSSSA at NBWA technical committee meetings and led the effort to request funds from NBWA to develop the new Phase II Permit provision E.12 Post Construction Guidance Manual. The manual will assist all MNSSSA municipal stormwater programs and the North Bay's development community, with implementing the new Phase II Permit requirements. MNSSSA participants plan to continue collaborating on Phase II Permit compliance projects 2013-2014 and into the future.



## Chapter 3. Caring for Our Creeks and Waterway

### A CREEK-CENTERED APPROACH TO WATER QUALITY PROTECTION



Through the My Earth Day Marin Coalition, MCSTOPPP continued to partner with the City of San Rafael Volunteer Program, San Rafael Clean, the Marin County Parks and Open Space and Public Works Departments, Marin County Community Development Agency, Marin Municipal Water District, and the Center for Volunteer and Nonprofit Leadership of Marin to implement and promote Earth Day 2013 service projects, including beach and creek cleanups. The Coalition continued to publicize their website that they developed in 2011

([www.myearthdaymarin.org](http://www.myearthdaymarin.org)), sent out press releases, and conducted outreach to public schools to promote 23 volunteer trash cleanup sites throughout the County (**Appendix C-1**). More information is provided in the *Marin County Parks and Landscape Volunteers September 2012 Report* (**Appendix C-2**).

Most service projects were held on the morning of April 20, 2013, to commemorate Earth Day. MCSTOPPP staff attended the City of Novato's 2013 Clean and Green Day celebration and distributed stormwater pollution prevention literature to attendees. Marin County Parks and MCSTOPPP staff worked with a County volunteer to update the website. The website provides a list and a map of service projects that volunteers can sign up for and participate in on Earth Day.

MCSTOPPP staff performed co-captain duties with Marin County Parks and Marin Conservation League/City of Novato at two sites on Coastal Cleanup Day on September 15, 2012:

- Corte Madera Creek at Hal Brown Park (Greenbrae)
- Novato Creek/Warner Creek (Novato)

Volunteers	1,600
Pounds of Trash	19,000
Pounds of Recyclables	2,000

For each municipality, a summary of trash and debris removal activities (**Table 3-1**), as well as a summary of Creek Restoration and Maintenance Projects (**Table 3-2**), is provided.

**Table 3-1: Trash and Debris Removal in 2012-2013**

Municipality	Activity
<p><b>City of Belvedere</b></p>	<ol style="list-style-type: none"> <li>1. Each year on Coastal Cleanup Day in September, volunteers clean up a section of public shoreline along the San Rafael Avenue Seawall (Richardson Bay). City Public Works crews pick up the debris collected by volunteers and dispose of it in the dumpster at the city's corporation yard. The quantity of collected material is documented.</li> <li>2. Monthly and following storm events, Public Works staff perform litter patrol along public roadways and sections of shoreline to pick up trash.</li> </ol>
<p><b>Town of Corte Madera</b></p>	<ol style="list-style-type: none"> <li>1. Department of Public Works walks the High and Low Canals and the Cay Passage outfall weekly. All center medians are walked and cleaned weekly. All debris found is immediately removed and disposed of properly.</li> <li>2. In addition, the Town began a program to clean Shorebird Marsh more frequently after noticing an unusual amount of trash blowing into it from the Village Shopping Center.</li> </ol>
<p><b>County of Marin</b></p>	<ol style="list-style-type: none"> <li>1. Marin County Department of Public Works Roads staff and Flood Control Creek Maintenance staff routinely remove trash from roads and creeks that are owned or maintained by the County or the Marin County Flood Control and Water Conservation District.</li> <li>2. Marin County Parks volunteer program coordinated multiple projects: <ul style="list-style-type: none"> <li>• Volunteers conducted monthly beach cleanups at Agate Beach, adjacent the Duxbury Reef Area of Special Biological Significance.</li> <li>• Community volunteers, staff from a local business, and members of Congregation Rodef Sholom conducted ongoing litter pick-up and invasive species removal for the Mill Valley Bike Path that runs along Coyote Creek and Bothin Marsh.</li> <li>• Court-assigned volunteers regularly picked up litter at McInnis Park.</li> <li>• A partnership was developed with Save the Bay to conduct a monthly cleanup and restoration program at Creekside Park. Each program averaged 20 volunteers for three hours. Activities included sheet mulching, native planting, and removal of Harding grass and Bermuda grass (<i>Cynodon dactylon</i>), a non-native plant.</li> <li>• A partnership was developed with Save the Bay to conduct a monthly cleanup and restoration program at Creekside Park. Each program averaged 20 volunteers for three hours. Activities included sheet mulching, native planting, and removal of Harding grass and Bermuda grass (<i>Cynodon dactylon</i>), a non-native plant.</li> </ul> </li> <li>3. Marin County Parks had volunteers remove trash and invasive plants during Coastal Cleanup Day and Earth Day. Coastal Cleanup Day volunteers, including students from local schools such as Miller Creek Middle School, worked at five different sites. Earth Day volunteers worked at various beach, creek, and park locations.</li> </ol>
<p><b>County of Marin</b></p>	<ol style="list-style-type: none"> <li>4. Marin County Parks worked with students from Marin Waldorf School for three days weeding, sheet mulching and planting along tributary creeks of Stafford Lake.</li> </ol>

**Table 3-1: Trash and Debris Removal in 2012-2013**

Municipality	Activity
<b>Town of Fairfax</b>	<ol style="list-style-type: none"> <li>1. Town coordinated creek cleanups with Fairfax Volunteers.</li> <li>2. Town has combination trash and recycling containers placed throughout its commercial district and in its parks. The trash containers are emptied daily Monday-Friday, and the recycling containers are emptied once a week.</li> <li>3. Littering on the streets is minimal and is picked up by street sweeping efforts. Parks and other Town properties have the most uncontained litter. Public Works staff monitors and cleans these areas as needed, on a daily basis Monday-Friday.</li> </ol>
<b>City of Larkspur</b>	<ol style="list-style-type: none"> <li>1. City staff remove trash in public areas of Larkspur Creek and the north side Corte Madera Creek. Marin Rowing Club stockpiles debris collected from the creek and stores it near their boat dock for Larkspur Public Works to haul away. Vegetation is maintained by pulling non-native and carefully maintaining and protecting native vegetation.</li> <li>2. City also performs work in conjunction with Friends of Corte Madera Creek to remove invasive <i>Spartina</i> species (cordgrass).</li> </ol>
<b>City of Mill Valley</b>	<ol style="list-style-type: none"> <li>1. The Sewerage Agency of Southern Marin (SASM, part of the City of Mill Valley) started a trash pick-up program. SASM staff walk the perimeter of their property once a week; this helps keep the nearby creek and the bay clean.</li> <li>2. Mill Valley Little League sent a strong letter to families instructing them to take responsibility for the batting cage trash and numerous baseballs that have been thrown into a tidal creek area adjacent to the corporation yard.</li> <li>3. Parks and Public Works supervisors have increased litter removal to every 3 months in city-owned and highly used public areas to include the Depot, areas downtown, Lomita (behind Whole Foods), and the Frontage Rd.</li> <li>4. The City held another very successful Mill Valley Beautification Day on Earth Day. This year Strawberry Point, Old Mill, and Mill Valley Middle School organized their own cleanup event to coincide with the City's event. The Cub Scouts cleaned up Boyle Park with over 15 volunteers, and the Bloomathon group had 10 volunteers who removed litter on the Miller Avenue median from Tamalpais High School to the Mill Valley Lumber Yard. The Mill Valley Streamkeepers cleaned up the Park Terrace area along the creek and the Mill Valley Chamber of Commerce organized a downtown cleaning group that swept streets, picked up litter, and pulled weeds.</li> </ol>
<b>City of Novato</b>	<ol style="list-style-type: none"> <li>1. Annual creek inspections are conducted in July and August. The City successfully utilized the Conservation Corps North Bay (CCNB) to pick up trash and manage vegetation. CCNB picked up approximately 5 cubic yards of trash and furniture in Pacheco Creek.</li> <li>2. In addition, Novato uses local volunteers for trash pick-up in local creeks, and also uses volunteers for Novato Clean and Green Day in April (Earth Day).</li> </ol>

**Table 3-1: Trash and Debris Removal in 2012-2013**

Municipality	Activity
<b>Town of Ross</b>	<ol style="list-style-type: none"> <li>1. Staff initiated a program with the Ross School, a K-8 school in Ross, to educate students about cleaning creeks, beaches, the watershed, storm drains, and about protecting creeks and wetlands.</li> <li>2. In October 2012, the Superintendent of Public Works took two 7th grade classes on a local creek walk and taught the kids about the stormwater program and creek stewardship.</li> <li>3. On March 12, 2013, the Superintendent of Public Works and staff worked with 4th and 8th graders to pick up litter and remove invasive species on a small creek behind Ross School.</li> <li>4. On March 19, 2013, the Superintendent of Public Works and staff worked with the same classes to do more invasive plant removal and plant willow cuttings. The Town is working with an adjacent neighbor to water and establish the willows.</li> </ol>
<b>Town of San Anselmo</b>	<ol style="list-style-type: none"> <li>1. Staff member Gerhard Epke is an active board member of Friends of Corte Madera Creek Watershed; he volunteered as coordinator for Coastal Cleanup Day at Larkspur Landing.</li> <li>2. During routine maintenance, the Town staff and Conservation Corps North Bay crews remove trash from the creek.</li> </ol>
<b>City of San Rafael</b>	<ol style="list-style-type: none"> <li>1. San Rafael conducts monthly cleanup projects with volunteers through the Parks Division on at least one Saturday each month from March-October (except July) and conducts litter cleanup near creeks and the Bay.</li> <li>2. San Rafael implemented two creek maintenance projects with Boy Scouts, the Center for Volunteer and Non-Profit Leadership Flex program, and others for invasive plant removal. Trash and invasive species (e.g., broom, acacia, fennel, sweet pea) were removed from Mahon Creek, and trash was removed from Gallinas Creek.</li> <li>3. San Rafael partnered with Gallinas Creek Watershed, MCSTOPPP, Marin County Parks and others to remove invasive species and litter for Earth Day, Cesar Chavez Day, Coastal Cleanup Day, Make a Difference Day and others. Each event involved coordination of dozens of volunteers. Overall, a few hundred volunteers participated in these and other Parks volunteer days this past year.</li> </ol>
<b>City of Sausalito</b>	<ol style="list-style-type: none"> <li>1. The Sausalito Parks and Recreation Department supports events organized in the city for Earth Day.</li> <li>2. The City performed a waste characterization study, and the Sausalito Sustainability Commission prepared recommendations for further action.</li> <li>3. Sausalito collaborated with the Friends of Willow Creek for the Willow Creek Cleanup Event.</li> </ol>
<b>Town of Tiburon</b>	<ol style="list-style-type: none"> <li>1. Tiburon Public Works staff assisted with litter and trash pick-up on Coastal Cleanup Day and Earth Day.</li> <li>2. The Town Installed trash receptacles at all Open Space trailheads.</li> </ol>

**Table 3-2. Creek Restoration and Municipal Maintenance Projects 2012-2013 (Capital Improvement Projects)**

<b>Municipality</b>	<b>Project</b>	<b>Project Type</b>	<b>Description</b>	<b>Project Status</b>
City of Belvedere	None	N/A	N/A	N/A
Town of Corte Madera	Golden Hind Storm Drain Pump Station & Improvements near Cay Passage and Tradewind Passage, Project #09-001	Flood Control	Installation of a pump station and storm drains to eliminate flooding due to tidal action.	N/A
Town of Corte Madera	San Clemente Drive/Paradise Drive Trunk Sewer Improvements, Project #11-201	Flood Control	This project will improve the trunk sewer segments directly upstream from the Paradise Pump Station and from the manhole adjacent to Paradise Market to golden Hind Passage.	N/A
Town of Corte Madera	Seawolf Pump Station	Flood Control	This project replaces the mechanical and electrical components at the pump station.	N/A
Town of Corte Madera	Marina Village Flood Control Project	Flood Control	Provides flood control improvements consisting of storm drain lines and stormwater pump station.	N/A
County of Marin	Agate Beach Parking Lot adjacent to Duxbury Reef ASBS	Stormwater Treatment	Replace impervious parking lot with pervious pavement, and stormwater infiltration chambers. Install check dams in adjacent vegetated swale and relocate portable toilets away from creek bank. Runoff from lot and creek water flow to Duxbury Reef ASBS.	Active

**Table 3-2. Creek Restoration and Municipal Maintenance Projects 2012-2013 (Capital Improvement Projects)**

<b>Municipality</b>	<b>Project</b>	<b>Project Type</b>	<b>Description</b>	<b>Project Status</b>
County of Marin	Boyle Park Restoration	Restoration	Restore riparian corridor on a tributary to Warner Creek within Boyle Park. Project will improve creek water quality in the Richardson Bay Watershed.	Active
County of Marin	Corte Madera Creek Army Corps of Engineers (ACOE) Project	Flood Control	Complete the original ACOE flood control project (construct Unit 4, retrofit Unit 2, and install maintenance facilities).	Active
County of Marin	Corte Madera Creek Multi-Use Path	Engineering	Perform maintenance paving of three sections of multi-use path near Corte Madera Creek.	Complete
County of Marin	Coyote Creek Sediment Removal Project	Flood Control	Remove accumulated sediment to ensure channel and creek pass intended design flow.	Active
County of Marin	CSA 29 Paradise Cay Maintenance Dredge	Flood Control	Perform maintenance dredging project that includes the north and south areas of Paradise Cay for recreational boating use to minus 7 feet within waterways and to minus 8 feet in the two entry channels.	Active
County of Marin	Detention Basin Feasibility Study	Flood Control	Contract with engineering consultant to study the feasibility of constructing detention basins in flood zone 9 to reduce flood damage from high-flow, infrequent events (Q100).	Complete

**Table 3-2. Creek Restoration and Municipal Maintenance Projects 2012-2013 (Capital Improvement Projects)**

<b>Municipality</b>	<b>Project</b>	<b>Project Type</b>	<b>Description</b>	<b>Project Status</b>
County of Marin	Dredging options & feasibility - Corte Madera Creek	Flood Control	Contract with engineering consultant to determine a dredging prism for Corte Madera Creek that is consistent with the level of flood protection existing in the flood zone.	Complete
County of Marin	Easkoot Creek Sediment Basin and Sediment Removal at Bridges	Integrated Flood Control	Construct a sediment basin behind the Parkside Café and continued sediment removal at the bridges over Easkoot Creek.	Active
County of Marin	Evergreen Avenue Street and Sidewalk Improvements	Engineering	Construct sidewalk, curb and gutter, and roadway repaving.	Complete
County of Marin	La Pasada Interceptor Drain Improvement Project	Flood Control	Clean and improve an existing stormwater pipe discharging into Las Gallinas Creek. In order to prevent accumulation of sediment, slip-line with smaller smoother pipe, extend out to creek thalweg, and replace tide valve at the end.	Active
County of Marin	Larsen Creek Fish Passage Restoration	Fish Passage	Design fishway to be built within and below the box culvert under Sir Francis Drake Blvd. on Larsen Creek.	Active
County of Marin	Las Gallinas Watershed Program	Integrated Flood Control	Provide a framework to integrate flood protection and environmental restoration with public and private partners to protect and enhance watersheds into Gallinas and Miller Creeks.	Active
County of Marin	Lefty Gomez Detention Basin	Flood Control	Flood Protection Detention Basin	Active
County of Marin	Loma Alta Detention Basin	Flood Control	Flood Protection Detention Basin	Active

**Table 3-2. Creek Restoration and Municipal Maintenance Projects 2012-2013 (Capital Improvement Projects)**

<b>Municipality</b>	<b>Project</b>	<b>Project Type</b>	<b>Description</b>	<b>Project Status</b>
County of Marin	Manzanita Connector Pathway	Engineering	Construct a multi-use path between Shoreline Highway and Tennessee Valley Path.	Active
County of Marin	Marin Center Auditorium Parking Lot	Engineering	Complete improvements to parking lot and sidewalk to include ADA compliance.	Complete
County of Marin	Memorial Park Detention Basin	Flood Control	Flood Protection Detention Basin	Active
County of Marin	Mill Valley-Sausalito Multi-Use Path	Engineering	Resurface and potentially implement enhancements to the Mill Valley-Sausalito Multi-Use Path.	Active
County of Marin	Novato Creek - Routine Maintenance Dredging Project – “NWAA CREEK”	Flood Control	Routine dredging is performed approximately once every 4 years in the lower reaches of Novato Creek, Warner Creek, and Arroyo Avichi to maintain channel cross-sectional area required to pass design flow and maintain flood protection.	Active
County of Marin	Novato Watershed Program	Integrated Flood Control	Provides a framework to integrate flood protection and environmental restoration with public and private partners to protect and enhance watersheds into Novato Creek.	Active
County of Marin	Paradise Park Seawall Replacement	Engineering	Replace existing seawall.	Active



**Table 3-2. Creek Restoration and Municipal Maintenance Projects 2012-2013 (Capital Improvement Projects)**

<b>Municipality</b>	<b>Project</b>	<b>Project Type</b>	<b>Description</b>	<b>Project Status</b>
County of Marin	Phoenix Lake Integrated Regional Water Management (IRWM) Retrofit	Flood Control	Retrofit existing water supply reservoir to add storm water detention function during 1% Annual Chance Flood (100 Year Event). Project will improve water quality, increase water supply, improve downstream habitat, and enhance public access and recreation.	Active
County of Marin	Pump Station No. 2 Rehabilitation	Flood Control	Improve the level of flood protection by increasing the capacity and reliability of the existing pump station, which is nearing the end of its design life.	On Hold
County of Marin	San Geronimo Creek Fish Passage Restoration	Fish Passage	Design a baffle system within the existing box culvert combined with a rocky ramp and a series of step pools created by large woody debris downstream of the culvert. The project will repair severely failing stream banks and provide fishery habitat in 200 feet of channel.	On Hold
County of Marin	Seminary Drive Stormwater Pump Station	Flood Control	Construct a pump station to alleviate flooding on Redwood Highway Frontage Road near the northbound Highway 101 Seminary off ramps.	Completed
County of Marin	Sir Francis Drake Rehab Project	Roadway Rehabilitation	Rehabilitate five miles of deteriorating roadway and improve the performance of nearly 60 culverts through sliplining.	Active

**Table 3-2. Creek Restoration and Municipal Maintenance Projects 2012-2013 (Capital Improvement Projects)**

<b>Municipality</b>	<b>Project</b>	<b>Project Type</b>	<b>Description</b>	<b>Project Status</b>
County of Marin	Southern Marin Watershed Program	Integrated Flood Control	Provides a framework to integrate flood protection and environmental restoration with public and private partners to protect and enhance watersheds into Richardson Bay.	Active
County of Marin	Stinson Watershed Program	Integrated Flood Control	Provides a framework to integrate flood protection and environmental restoration with public and private partners to protect and enhance watersheds into Easkoot Creek.	Active
County of Marin	Tennessee Valley Pathway	Engineering	Construct asphalt path and raised wooden boardwalk along Coyote Creek from Marin Avenue to the Mill Valley-Sausalito Path.	Active
County of Marin	Vineyard Creek Improvements	Flood Control	Replace Center Road culvert and improve channel to increase cross-sectional area, stabilize banks and creek bed, and improve habitat.	Active
County of Marin	West Creek Flood Wall	Flood Control	Construct flood barrier to prevent damage to properties due to flooding of West Creek.	Active
Town of Fairfax	Fair-Anselm 733 Center Blvd.	Restoration	Stream Bank Restoration	Permits Issued
Town of Fairfax	Pastori Bridge	Drainage Improvement, Restoration	Stream Bank Restoration and Outfall Pipe	Permits Issued
City of Larkspur	Doherty Drive Improvement Project	Roadway Rehabilitation	Road reconstruction, multi-use pathway, and drainage improvements.	Complete
City of Mill Valley	Cascade Drive Pedestrian Bridge	Flood Control, Engineering	Sewer line and bridge replacement.	Under Review

**Table 3-2. Creek Restoration and Municipal Maintenance Projects 2012-2013 (Capital Improvement Projects)**

<b>Municipality</b>	<b>Project</b>	<b>Project Type</b>	<b>Description</b>	<b>Project Status</b>
City of Mill Valley	Arroyo Corte Madera del Presidio Flood Study	Flood Control	Identifies projects to combat flooding.	N/A
City of Mill Valley	Boyle Park creek restoration	Restoration	Restore channel, floodplain and riparian corridor in Warner Creek tributary.	Project will be completed by October 2013
City of Mill Valley	Bayfront Pier and Habitat Restoration project	Restoration	Reconstruct recreational bay access pier that was damaged in the 2005 storms. Pier will be Americans with Disabilities Act (ADA) compliant and provide a controlled access point to help to prevent destruction of sensitive tidal habitat. Plan includes replanting with native vegetation.	Project is in preliminary engineering phase
City of Novato	Rush Creek Drainage (00-015)	Flood Control	Replace track side ditch with box drainage culvert. Staff is working with Sonoma-Marin Area Rail Transit (SMART) to have the work included in their upcoming project for track replacement, which includes other drainage work adjacent to their tracks and in their right-of-way.	SMART securing permits required for work
City of Novato	Olive Ave. Improvements (97-001)	Roadway Rehabilitation, Flood Control	Roadway widening and replacement of roadside drainage ditch with storm drain.	No permit activity to date – currently in design.
City of Novato	Grant Ave. Bridge at Novato Creek (09-003)	Engineering	Widen existing roadway bridge to include bike lanes and sidewalk, and install scour counter-measures on the banks of Novato Creek in the vicinity of the bridge.	Department of Fish and Game and ACOE permits probably required, environmental work underway

**Table 3-2. Creek Restoration and Municipal Maintenance Projects 2012-2013 (Capital Improvement Projects)**

<b>Municipality</b>	<b>Project</b>	<b>Project Type</b>	<b>Description</b>	<b>Project Status</b>
Town of Ross	Parking lot behind Town Hall	Parking Lot Stabilization	Sheetpile wall project	Design complete. No permits required.
Town of Ross	Creek Bank near Lagunitas Bridge	Restoration	Install a permanent drip watering system for established willow trees on the creek bank following the Lagunitas Bridge replacement project. Plant two 48" boxed redwood trees at top of bank above the willow trees.	Complete. No permits required.
Town of San Anselmo	Sorich Park trails/switchbacks	Engineering	Built trails/switchbacks in Sorich Park to reduce erosion and increase safety.	Initiated and implemented by Town Open Space Committee
Town of San Anselmo	Oak Avenue Neighborhood	Stormwater Treatment	Install trash rack on an ephemeral creek and repair curbs and gutters to reduce erosion.	Complete
City of San Rafael	None	N/A	N/A	N/A
City of Sausalito	None	N/A	N/A	N/A
Town of Tiburon	None	N/A	N/A	N/A

## **STREET SWEEPING, STORM DRAIN INLET CLEANING, AND VISUAL OUTFALL MONITORING**

Marin municipalities swept more than 26,300 curb-miles and removed more than 7,200 cubic yards of debris from gutters and storm drains. Totals for each municipality are provided in the Street Sweeping and Catch Basin Cleaning Report (**Appendix C-3**).

Minimum required frequencies of street sweeping, storm drain cleaning, and visual monitoring are summarized in **Table 3-3**. Downtown areas may be swept more frequently, and sweeping of all streets may be doubled during leaf season. Many municipalities monitor catch basin accumulations more frequently during rains.

Municipal staff performed all required visual outfall monitoring in order to detect and stop dry-weather non-stormwater discharges, identify maintenance needs, and detect erosion problems.

**Table 3-3: Street Sweeping, Storm Drain Inlet Cleaning, and Visual Outfall Monitoring**

Municipality	Street Sweeping			Storm Drain Cleaning			Visual Outfall Monitoring	
	Residential	Commercial	Industrial	Residential	Commercial	Industrial	Sites	Frequency
Belvedere	Weekly	Weekly	-	Annually	-	-	5	Monthly
Corte Madera	Weekly	Weekly	Weekly	Annually	Annually	Annually	33	Monthly
Fairfax	Monthly	Weekly	-	As needed	As needed	-	2	Twice Annually
Larkspur	Monthly	Monthly	Weekly	Annually	Annually	Annually	53	Annually
County	Annually	2x/year	-	As needed <sup>1</sup>	As needed <sup>1</sup>	-	56	Annually
Mill Valley	Monthly	4x/month	-	Annually	Annually	Annually	10	Monthly
Novato	Ea. 6 weeks	Weekly	Monthly	Annually	Annually	Annually	18	Annually
Ross	Weekly	Weekly	-	As needed	As needed	-	10	Monthly
San Anselmo	1-2x/month	1-2x/month	-	Annually	Annually	-	5	Monthly
San Rafael	Ea. 6 weeks	2x/week	2x/month	Annually	Annually	Annually	14	Monthly
Sausalito	Monthly	3x/week	Monthly	Annually	Annually	Annually	36	Annually
Tiburon	Weekly	Weekly	-	Annually	Annually	Annually	31	3-4x/year

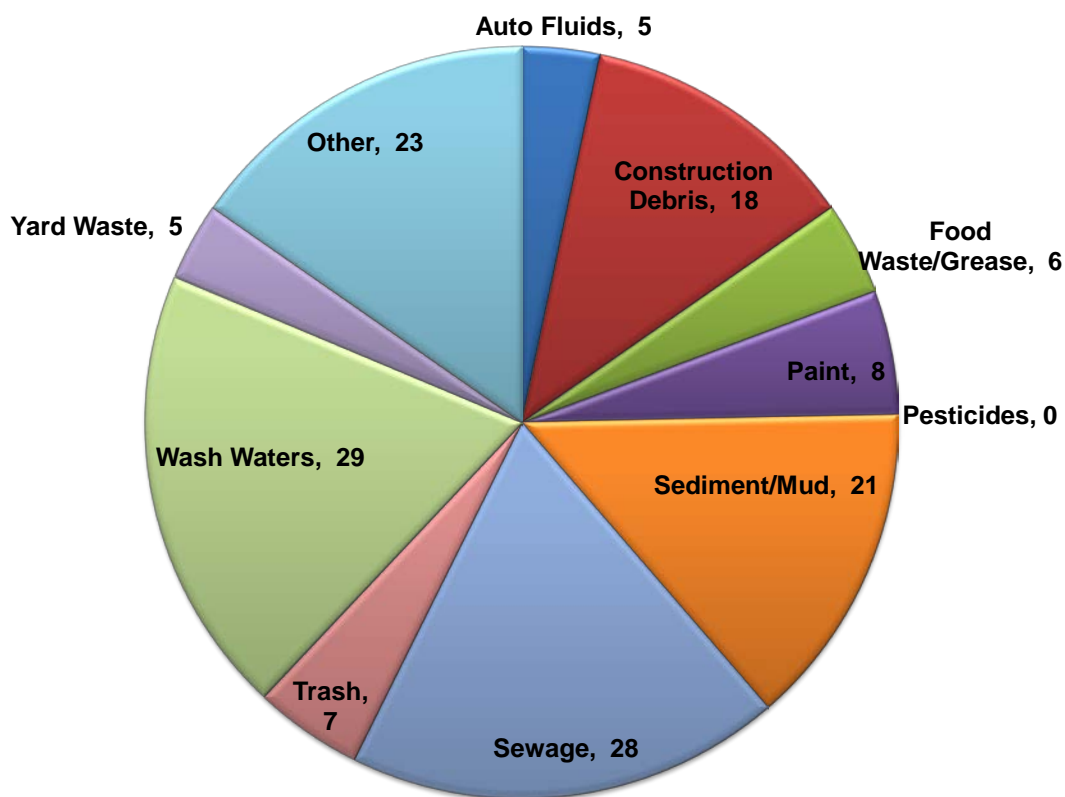
Note:

1. The County contracted Marin Sanitary Service to sweep most of the unincorporated areas in East Marin. This improves sweeping efforts and better enables County staff to focus on other priority maintenance issues. The County purchased a new vacor truck in 2012 and now conducts routine maintenance and responds to complaints for catch basins and culverts year around. Roads crews target priority areas including Marin City, Tam Valley, Santa Venetia, Bel Marin Keys and the Seminary/Ricardo area of Strawberry.

### MUNICIPALITIES RESPOND TO NON-STORMWATER DISCHARGE COMPLAINTS

Municipal stormwater staff enforce local urban runoff pollution prevention ordinances by responding to non-stormwater discharge complaints and complaints of dumped materials found near or in storm drains or creeks. Complaints are filed by residents and other community members who see dumped materials or witness non-stormwater illicit discharges in progress and report these incidents to local police or public works departments.

A total of 150 illicit discharges were reported in 2012-2013. The types of materials found this year, and the number of times each was found, are shown in **Figure 3-1**.



**Figure 3-1. Number of Illicit Discharges Reported in 2012-2013, by Material Type**

Municipal staff issued 48 Verbal or Written Warnings, seven Warnings with Abatement Notices, two Formal Violations with Citations, two Bills to Reimburse Cleanup, and one Cease/Desist Order. No legal action was taken.

In 2012-2013, staff distributed educational materials in response to more than 38 incidents. When it is impossible to identify the responsible party, municipal staff often distribute educational materials to businesses and residents in the area.

Some specific examples of Illicit Discharge Detection and Elimination implementation accomplishments are included below:

- Maintenance in Corte Madera encompasses a methodical program of smoke tests/dye tests throughout the District. Staff begins on the east side and progresses to the west side of the District. It is estimated that 2/3 of the District can be tested annually. The goal is to seal a known and finite section of the District, both District lines and private laterals, in order to introduce smoke into the sealed system, thus exposing any leaks. The District then takes appropriate action. Dye tests follow a similar process but are more closely targeted to a specific location. Cameras are employed extensively for locating and identifying areas of concern.
- In coordination with the Central Marin Sanitation Agency (CMSA), Corte Madera has a hotline (800-SAV-R-Bay) for residents and businesses to report illicit discharges for follow up, inspection, and appropriate referral or enforcement actions.
- At the request of Santa Venetia Sanitary District, the County of Marin's local stormwater program completed and provided a detailed storm drain map of the greater Santa Venetia area so the Sanitary District could add it to the map books in each of their trucks. The map will be used in the event of a spill.
- The Marin County local stormwater program provided storm drain marker kits, assistance, and directions to students from the Green Team at Manor Elementary School stenciling in the Oak Manor area of Fairfax. MCSTOPPP purchased the storm drain markers with OPP funds.
- As follow-up to illicit discharge incidents, Marin County local stormwater program staff provided guidance and outreach materials to promote water quality and reduce the impacts to watershed health, sent violation letters when appropriate, required cleanup and remediation where needed, and worked with other local and outside agencies as necessary to achieve compliance on the violations. The outreach performed for Marin County consists of outreach materials developed by the Countywide MCSTOPPP program and verbal communication with the violator both at the time of the initial inspection and the subsequent follow-up inspections for sites requiring cleanup and remediation. Where applicable, most violators receive the handout *Pollution Prevention, It's Part of the Plan* (English and/or Spanish), which has information outlining most discharge types. Additionally, outreach materials for specific discharge types are included. For example, *Take Pride in Your Ride* is distributed for auto fluids discharges, and *Caring for our Creeks is like Caring for our Carpets* is distributed for carpet cleaning discharges.
- San Anselmo is implementing a storm drain labeling community service program for Drake High School students.
- In March 2013, San Rafael Staff received a report from a local business that two automotive repair shops were washing oils from automotive repairs into the storm drain. Staff investigated and found some oil staining on the pavement in front of the



shops but no contaminants in the storm drain. Staff discussed the need for improved housekeeping with both shop owners.

- In April 2013, an anonymous report was received that a commercial car wash in San Rafael was discharging green liquid into the gutter fronting the business. Staff investigated and found car wash soap in the gutter and issued a warning citation to the manager. As a result, the property owner closed the car wash, submitted a plan of correction to the City of San Rafael, and made the necessary improvements to the system to prevent soap from leaving car wash area.
- After receiving illicit discharge complaints, City of Sausalito stormwater staff actively addressed non-stormwater discharges from local businesses by meeting with staff from several restaurants to discuss prior BMPs for cleaning floor mats. City staff reported that restaurant staff were very receptive to the outreach that focused on eliminating illegal non-stormwater discharges to Richardson Bay.
- City of Sausalito staff also reported that the city required a pool owner to install a pump that will prevent backwash from entering the storm drain, and they required changes to the pool's drainage system that directs overflow to the sanitary sewer.

## **STUDENTS AND TEACHERS RESTORING MARIN'S WATERSHEDS**

MCSTOPPP partners with Point Blue Conservation Science's (PBCS - formerly Point Reyes Bird Observatory) Students and Teachers Restoring A Watershed (STRAW) project, as well as participating teachers, students, parents, and volunteers, to implement watershed education and riparian restoration projects. PBCS funds the STRAW-MCSTOPPP restoration projects with grant funding and funding from MCSTOPPP (\$10,000 in 2012-2013). STRAW faculty organize the in-class presentations, and STRAW restoration staff organize restoration days, perform maintenance and site monitoring, and procure most of the supplies and plants needed to conduct the restorations. MCSTOPPP staff conduct photo-monitoring at the riparian restoration sites and assist with the in-class presentations and the hands-on riparian restoration education on restoration days.

In 2012-2013, MCSTOPPP staff joined STRAW faculty (retired teachers and naturalists) to give 35 in-class presentations on stormwater pollution prevention and riparian restoration. The presentations prepared 859 students for their restoration days and connected riparian restoration to stormwater pollution prevention and creek habitat protection. The MCSTOPPP/STRAW in-class presentation focused on helping students understand that they all live in a watershed by teaching them about the anatomy of the watershed and how neighborhood storm drain networks drain directly to a creek or bay. The presentation described the types of pollutants that can get into a storm drain and how pollutants diminish aquatic habitat. In addition, students learned about the importance of pollution-free riparian habitat for native and endangered species and what they can do to prevent stormwater pollution.

Highlights from the 2012-2013 MCSTOPPP/STRAW Collaboration Report include the following:

- Miller Creek Watershed:** MCSTOPPP and STRAW staff worked with 630 students from Miller Creek Middle School over three days at the Marinwood Park site. Students removed approximately 19 cubic yards of invasive species, planted 88 native riparian plants, and seeded 2,200 square feet with native grasses. Eight teachers and eight volunteers assisted.



- San Rafael Watershed:** At Pickleweed Park, 90 students and three teachers from Bahia Vista Elementary School were joined by 11 parents and 10 volunteers to complete a day of restoration along the tidal wetlands. The students removed 12 cubic yards of non-native vegetation. The students then planted 165 native wetland plants.

- Arroyo Corte Madera del Presidio Watershed:** Students performed restorations and maintenance over two days at Three Wells in Cascade Park. At the Three Wells site, 136 students from Marin Horizon, Park Elementary, and Old Mill Elementary were



accompanied by seven teachers, 56 parents, and five volunteers. They helped to remove approximately 9 cubic yards of invasive species. They also planted 66 native riparian plants and seeded 550 square feet with native grasses.

A summary of the 2012-2013 Restoration Project totals are provided in **Table 3-4**.

**Table 3-4: MCSTOPPP-STRAW Restoration Project Totals 2012-2013**

Item	Total Number
Restoration sites	3
Restoration days	6
Schools	4
Teachers	18
Students	859
Parents	67
Volunteers	23
Square feet pulled and/or planted	32,838
Riparian native plants planted	319
Square feet seeded with native grasses	2,750
Cubic yards of non-native plants removed	40

## Chapter 4. Building and Renewing

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### MUNICIPALITIES CONTINUE TO COMPLY WITH CONSTRUCTION SITE MANAGEMENT REQUIREMENTS

In 2012-2013, Marin's municipalities implemented construction site performance standards described in Action Plan 2010. For specific projects, county, city, and town staff ensure that impervious area is minimized, pollutant sources are controlled, and, where required, that stormwater treatment facilities are incorporated. In addition, local building officials and public works staff inspect construction sites to ensure erosion is controlled and sediment and other pollutants are contained.

Projects that are part of a development disturbing an acre or more are regulated by a statewide General Stormwater Permit for Construction Activities (CGP).<sup>5</sup> Marin municipalities require builders of these projects to show they have notified the State Water Board they intend to comply with the CGP. A summary of construction projects disturbing one acre or more is provided in **Table 4-1**. A complete list of new development projects requiring post-construction BMPs for all Marin municipalities is provided within **Appendix D-1**.

**Table 4-1. Construction Projects Disturbing One Acre or More**

Municipality	Project Name	Location	Acreage
City of Larkspur	Rose Garden	279 Doherty Drive, Larkspur, CA 94939	16.9
City of Novato	Rudnick Estates	Plum Street at Zandra Place & Sherwood Place	7.8
City of Novato	Hanna Ranch Mixed Use	End of Rowland Blvd. at Vintage Ave.	3.1
City of Novato	Canyon Green Homes	Hill Rd. at Canyon	4.5
City of San Rafael	33 North	33 San Pablo Ave	1.9
City of San Rafael	Target	125 Shoreline Pkwy	15
City of San Rafael	Untermann Land Division	190 El Camino	1
City of San Rafael	Grading of MMWD's Corporation Yard		1.3
Town of Tiburon	110 Gilmartin Drive	110 Gilmartin Drive	3.1
Town of Tiburon	Ned's Way Facility	Dairy Knoll (formally the 600 Ned's Way)	2
Town of Tiburon	Lyford Drive Parking Lot	Tiburon Blvd. at Lyford Drive	1.5

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<sup>5</sup> NPDES General Permit for Storm Water Discharges Associated with Construction And Land Disturbance Activities Order No. 2010-0014-DWQ, NPDES NO. CAS000002

Some Marin municipalities, such as the City of Mill Valley, prohibit grading during the wet season. All municipalities require builders of projects with potential to cause significant erosion to prepare and implement effective erosion and sediment control plans if they plan any wet-season construction activity.

For smaller projects, municipalities attach erosion control information on either an 8½" x 11" sheet (MCSTOPPP Minimum Erosion/Sediment Control Measures for Small Construction Projects) or a full-sized plan sheet to the project's building, grading, or encroachment permits.

Municipalities conduct timely seasonal outreach to contractors to help ensure compliance with erosion control requirements. For example, the County sends a notice requiring project proponents to install erosion and sediment control BMPs and to "button-up" sites (i.e., prepare them for winter rains) by October 15th. Municipalities also monitor construction sites to ensure construction materials are stored under cover or tarps and that excess concrete, paint, and other wastes are not washed into storm drains. To aid in these inspections, some municipal agencies use the Inspection Checklist for Construction Stormwater Controls prepared by MCSTOPPP.

In addition, municipal and county construction site inspectors attend trainings as needed either annually or biennially. MCSTOPPP offered Construction Site Management training in May 2011 and will hold a Construction Site Stormwater Management and BMP Installation workshop on October 2, 2013. The workshop will be held at the College of Marin Indian Valley campus and will include a field demonstration component, as well as pre- and post-workshop tests to measure workshop effectiveness. The workshop will cover the second term Phase II Permit requirements.

### **LOW IMPACT DEVELOPMENT DRAINAGE DESIGN FEATURED IN 2012-2013**

Marin municipalities continue to adapt their development review procedures to incorporate LID design and MCSTOPPP's Guidance for Applicants manual is recommended or required for some projects. Notable 2012-2013 LID projects include the following:

- The County of Marin's Agate Beach County Park Parking Lot Project will involve active replacement of impervious parking lot with pervious pavement, as well as stormwater infiltration chambers. Check dams will be installed in an adjacent vegetated swale. This project will improve the quality of stormwater that flows to the Duxbury Reef Area of Special Biological Significance.
- The Marin Center Auditorium Parking Lot Project (completed) included directing runoff from all new impervious surfaces to correctly sized bioretention facilities per Attachment 4 of the first term Phase II Permit.
- A Civic Center Administrative Office Building planned for the City of Novato includes a permeable parking area, bioretention planters, and bioswale ditches per Attachment 4 of the first term Phase II Permit.
- Three new development projects in the City of Novato include LID measures.

- The City of San Rafael required LID measures to treat and control stormwater runoff on three projects as part of their compliance with Attachment 4. Designs include bioretention facilities and bioswales.
- The City of Sausalito's Harrison Park Improvements project included the installation of a pervious concrete accessible path to the renovated playground.
- In the City of San Anselmo, stormwater retention was incorporated into many projects, including the San Francisco Theological Seminary's Master Plan.
- The City of Tiburon's Dairy Knoll Recreation Center, a 4,800 square foot recreation center, includes subgrade storm drain system with rock outfall and detention pond.

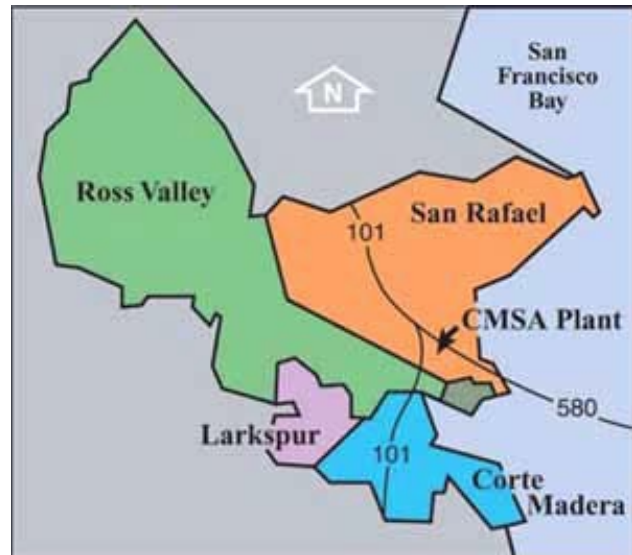
### **MCSTOPPP PLANS FOR EFFECTIVE IMPLEMENTATION OF NEW PHASE II PERMIT POST CONSTRUCTION REQUIREMENTS**

In Fiscal Year 2012-2013, MCSTOPPP staff began critical planning that will help Marin's municipalities effectively implement section E.12 (Post Construction Stormwater Management Program) of the new Phase II Permit. MCSTOPPP staff prepared an NBWA funding proposal to update MCSTOPPP's existing manual, *Stormwater Quality Manual for Development Projects in Marin County, a Low Impact Development Approach*, to incorporate the new E.12 requirements. Through the NBWA Water Quality Technical Committee, MCSTOPPP invited MNSSSA partners to take part in the NBWA proposal and the project. The NBWA Board approved the proposal to hire Dan Cloak Environmental Consulting to update the manual and to create four county-specific tailored manuals for each North Bay county. The project will fund up to three training workshops for municipal staff and development professionals who work in the North Bay. The project will improve implementation of LID design in order to achieve all of the associated benefits (e.g., evapotranspiration, infiltration, stormwater treatment, water conservation, cost-effective permit compliance, green infrastructure).

## Chapter 5. Educating Ourselves at Work

### MCSTOPPP COUNTYWIDE STORMWATER INSPECTION PROGRAM

Business inspections were conducted in multiple jurisdictions by inspectors from Marin County Environmental Health Services (EHS), CMSA and Marin County Certified Unified Program Agency (CUPA). A number of municipal fire departments also look for stormwater-related issues during routine business inspections, and in some cases, local municipal stormwater staff conduct additional inspections based on complaints, referrals or knowledge of their commercial areas. If necessary, the local stormwater coordinator can bring enforcement action under the local stormwater ordinance.



Central Marin Sanitation Agency's service area includes many of Marin's commercial areas.

The following inspections were conducted in 2012-2013:

- EHS inspected 1,536 food-handling facilities, 547 commercial swimming pools, and 688 housing facilities throughout Marin's municipalities (**Appendix E-1**). Inspectors referred two stormwater-related issues to local stormwater coordinators through the MCSTOPPP program.
  - EHS reported to County of Marin stormwater staff that wash water from mat washing was being discharged to the street. The violation was identified during a routine restaurant inspection. The EHS inspector discussed proper BMPs with restaurant staff and explained that all wash water must go only to inside drains. The County of Marin local stormwater coordinator conducted follow-up outreach with educational materials.
  - EHS reported to County of Marin stormwater staff that paint was discharged behind an apartment complex. The violation was observed during a routine apartment complex inspection. An inspection letter with compliance requirements was sent by EHS and a Notice of Violation with immediate remediation requirements was issued by CUPA. Local stormwater staff was notified and helped monitor the removal of paint and contaminated soil by the property owner's contractor and provided outreach and education materials to the property managers and maintenance staff.
- CMSA inspects significant commercial and industrial facilities, including automotive facilities, dealerships and repair shops, and commercial car wash facilities within its

service area (**Appendix E-2**). Of the 210 stormwater inspections conducted, one citation and three referrals were issued. Two referrals were for businesses in San Rafael, and one referral was for a business in Corte Madera.

- The CMSA Fats, Oil and Grease (FOG) Program includes inspections of grease recycle bins at food service establishments. The objective of the program is to reduce clogging of sanitary sewers and overflows to storm drains. In 2012-2013, CMSA conducted 416 inspections of food service establishments.
- CUPA inspects all sites where regulated quantities of hazardous materials are stored (**Appendix E-3**). Actual or potential stormwater discharges found during these inspections that cannot be addressed by the inspector are reported to the local municipal stormwater coordinator. In response to the referral, the coordinator investigates and works with the business owner to correct any problems. CUPA inspectors also check for proximity of storm drains to garage bay doors and recommend that contingency plans be in place in case of spills. Local Fire Departments or Districts also refer stormwater issues observed during routine inspections to local coordinators in unincorporated Marin County, Mill Valley, Ross, San Anselmo and Fairfax.
  - City of San Rafael received one report from CUPA in Fiscal Year (FY) 12-13 that a Marin Sanitary Waste Disposal truck with a broken hydraulic hose discharged hydraulic oil onto the street, drainage ditch and onto private property. CUPA reported that Marin Sanitary staff responded with a hazardous waste crew and properly removed all contaminants.
- Marin's urban corridor along Highway 101 is largely residential. Small local service business such as auto repair shops, restaurants, and nurseries are the most significant potential sources of stormwater pollutants. In 2012-2013, 626 businesses in Corte Madera and 519 businesses in Tiburon received self-inspection forms with annual business license renewal notices. In addition, Larkspur automatically issues self-inspection forms online with business license renewals. The *Self-Inspection Checklist for Business Owners* is provided as **Appendix E-4**.

## EDUCATION FOR BUSINESSES AND INSPECTORS

Inspectors may hand out available outreach materials<sup>6</sup> with BMP guidance. Examples of materials available on the MCSTOPPP website are for various target audiences are provided in **Table 5-1**. MCSTOPPP may refer businesses to other resources, such as information and materials available on the BASMAA, CASQA, and California Coastal Commission websites.

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<sup>6</sup> All materials and links to other resources are available at <http://www.marincounty.org/depts/pw/divisions/mcstoppp/business> or by calling MCSTOPPP at 415-473-3202.



**Table 5-1: Examples of Stormwater Outreach Materials Available for Businesses**

Target Audience	Title	Publisher
Apartment Managers	What Apartment Managers Need to Know About Sewers & Storm Drains	MCSTOPPP
Industrial/ Commercial Businesses	Business Self Inspection Checklist	MCSTOPPP
Industrial/ Commercial Businesses	Pollution Prevention: It's Part of the Plan	MCSTOPPP
Carpet Cleaners	Caring for our Creeks is like Caring for our Carpets!	MCSTOPPP
Food Handling Facilities	Stormwater Pollution Prevention for Restaurants and Food Handling Facilities	MCSTOPPP
Landscapers and Nurseries	Retail Nurseries: Best Management Practices for Protecting Local Waterways	MCSTOPPP
Painters	Painting Contractors BMP brochure	MCSTOPPP
Service Stations and Repair Shops	Preventing Pollution for Gas Stations and Related Businesses	MCSTOPPP
Swimming Pool and Spa Cleaners	Pollution Prevention for Swimming Pool, Spa and Fountain Maintenance	MCSTOPPP

In addition, MCSTOPPP actively works to educate business owners and staff regarding stormwater pollution prevention and stormwater-related issues. Business education efforts in 2012-2013 included the following:

- With financial support from MMWD and the Bay-Friendly Coalition’s Prop 84 grant, MCSTOPPP co-sponsored its Sixth Annual Bay-Friendly Landscaping Maintenance Training and Qualification Program, held at the Marin County Office of Education. During one of the classes held over the seven-week series, MCSTOPPP’s manager gave a presentation to attendees on Marin’s stormwater ordinances, how to prevent stormwater pollution (BMPs for landscapers), and LID. Bay-Friendly graduates, including 27 from 2013, are listed on the Bay-Friendly Coalition website,<sup>7</sup> as well as in MCSTOPPP calendars and on the MCSTOPPP website. MCSTOPPP does not plan to offer the series again in 2013-2014. Instead, MCSTOPPP will investigate a collaborative option for offering the program in the



<sup>7</sup> <http://www.bayfriendlycoalition.org/QPdirectory.php>

North Bay, potentially rotating responsibility for offering the training between Marin, Napa, Solano, and Sonoma Counties.

- A Vendor's Night Out was held at Sloat Garden Center in Kentfield on February 19, 2013, with 125 people in attendance. Integrated Pest Management (IPM) Advocate Anne Rogers and Our Water Our World (OWOW) consultant Annie Joseph hosted information tables and responded to questions. MCSTOPPP provided 50 Go Native guides, 40 Growing Gardens from Garbage, 150 OWOW Pocket Guides, 60 Ten Most Wanted brochures and 60 MCSTOPPP brochures for use at Sloat's Vendor's Night Out.



- Between October 2012 and June 2013, eight in-store employee trainings were held for Our Water - Our World (OWOW) partner stores on how to help customers make informed decisions when purchasing pest control products for their home or garden. The agenda for all trainings includes responding to employee questions, providing assistance in identifying beneficial insects, and learning about the latest problem insects/solutions. This is part of the OWOW program in Marin in which 15 nursery and hardware stores are participating. MCSTOPPP provided a large poster-size laminated Good Bugs/Bad Bugs poster for use by IPM Advocates in trainings.
- On February 12, 2013, 50 key employees of Home Depot stores in the North Bay—including employees and management from the Marin store—were trained in the OWOW partnership program to strengthen relationship with the stores and personnel.
- The IPM Advocate Report was released on May 8, 2013. When store managers were asked if IPM Advocates influenced the type of pest management products their store will sell next year, 67% said they will increase shelf or display space for green (i.e., less toxic) products. Seventy-seven percent of store managers surveyed reported greater sales of less toxic products from 2011 to 2012, even with a depressed economy, and over 96% of the managers say their employees now have more confidence when identifying pest problems.
- MCSTOPPP developed a fact sheet on BMPs for nurseries and proactively mailed it in June 2013 to eight nurseries in the Richardson Bay Watershed, 17 in the San Francisco Bay Watershed and three in West Marin. The fact sheet encouraged BMPs that will prevent non-stormwater discharges. This effort was part of MCSTOPPP's efforts to comply with the Richardson Bay Pathogen Total Maximum Daily Load (TMDL) because nurseries were identified by City of San Diego as potential contributors to pathogen indicators found in stormwater.

## **ENFORCEMENT ACTIONS**

When required, agencies act to ensure businesses comply with local ordinances. In 2012-2013, no enforcement actions were taken against commercial or industrial businesses by the Local Programs. However, CMSA issued one citation.

In response to referrals, the Local Programs take actions to enforce their local urban runoff pollution prevention ordinance. For example, the Town of Corte Madera took action in 2012-2013 and has developed a standard follow up approach, described below:

- CSMA referred one business to Corte Madera staff. The Town mandates that the responsible party mitigate all negative effects of the illicit discharge. When the responsible party is identified, Corte Madera DPW staff determines the appropriate course of action with a timeline for compliance, and staff informs the responsible party. To the extent that the responsible party fails to meet the required course of action and/or timeline set by DPW, the stormwater coordinator will task staff with timely completion of the mitigation. DPW will then invoice the responsible party. In all cases of illicit discharges, the responsible party, as well as property owners in the neighborhood, may be counseled on stormwater pollution prevention. The counseling provided by staff may take a variety of forms; however, all discussions will include certain fundamental elements: 1) a clear and concise statement by staff to the responsible party as to what he/she did in order to create an illicit discharge; 2) how and why the event has a deleterious effect on people, animals; and the environment; 3) what is the most effective course of action to lessen or mitigate the adverse effects of the illicit discharge; and 4) a determination by staff whether the seriousness of the event warrants the issuance of a Notice to Abate Pollution. Follow-up action includes, but is not limited to, staff monitoring for compliance in the subject neighborhood along with placing door hangers at homes. DPW insists upon an adherence to compliance with the Clean Water Act. In the event that the responsible party is unidentified or cannot be located, DPW staff assumes all responsibility for cleanup.

## Chapter 6. Educating Ourselves at Home and at School

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### REACHING OUT TO THE NEXT GENERATION

MCSTOPPP continues to support school-based education and outreach programs. Efforts in 2012-2013 included the following:

- **Publication Distribution:** MCSTOPPP provided 60 activity guides and 32 each of coloring books, Pest or Pal booklets, Pet Waste bookmarks, and Kid's Guide to Backyard Bugs to Strawberry School. A total of 85 copies of the Pest or Pal booklet were provided to the School Garden Coordinator at Tam Valley School. Materials were also provided to the Tam Valley Community Center.
- **Car Wash Kits:** MCSTOPPP continued to work with local high schools (primarily Sir Francis Drake High School and San Rafael High School) in providing them with car wash kits for their car wash fundraisers. Kits were given to both schools. MCSTOPPP actively worked with staff from Sir Francis Drake High School to ensure that the kit is used properly to keep wash water from entering the storm drain. Sir Francis Drake High School staff made adjustments to their protocols as needed in order to properly use the car wash kit. MCSTOPPP will continue to communicate with staff from both high schools in FY 13-14 in order to encourage effective car wash kit use.
- **Ladybug Mascot:** The Ladybug mascot costume was loaned to the Mill Valley Children's Garden at Edna Maguire School for the release of 45,000 ladybugs. This event taught students about IPM and about how ladybugs can control aphids in place of toxic pesticides.
- **Diorama:** MCSTOPPP's diorama, which illustrates how stormwater carries pollutants from land to creeks and the Bay, was used by MCSTOPPP staff for Wetlands Days held on June 18 and 19, 2013. This annual two-day event is sponsored by the Sewage Agency of Southern Marin. This year 300 third-graders (14 classes) from four schools in Mill Valley attended Wetland Days. Classes rotated through seven stations where students learned about stormwater pollution prevention, wastewater, and wildlife. MCSTOPPP also distributed class sets of Activity Guides to all teachers for use by students.



- **School Presentations:** MCSTOPPP, in coordination with PBCS’s STRAW program, provided classroom presentations on riparian restoration and stormwater and creek pollution prevention to approximately 35 classes, preparing 859 students for their restoration days. Each presentation focuses on positive actions students can take to prevent stormwater pollution and highlights the connection between creeks and storm drains. MCSTOPPP staff also participated in six hands-on riparian restoration days with students.

## REACHING THE GENERAL PUBLIC

During 2012-2013, MCSTOPPP continued its successful programs to reduce homeowners’ use of toxic pesticides in the home and garden.

- **Our Water - Our World:** MCSTOPPP continues to be part of the OWOW program. Efforts in 2012-2013 included the following:
  - MCSTOPPP ordered 7,300 fact sheets and shelf talkers for the OWOW program. Through participation in BASMAA, MCSTOPPP continued regional advertising of the program in Bay Nature Magazine and supporting retail stores through offering staff trainings.
  - Worked with BASMAA, Ann Joseph Consulting, and University of California’s IPM Program in supporting the IPM Advocates who are interning at retail stores, including two in Marin.
  - IPM Advocate Anne Rogers provided staff support to the OWOW booth at the NorCal Trade Show on February 14, 2013.
  - During April-May 2013, MCSTOPPP staff, IPM advocates, and a MCSTOPPP consultant (Debi Tidd) refreshed product labels and fact sheets at 15 participating OWOW stores.
  - In May-June 2013, to promote the OWOW program, MCSTOPPP placed four ads in the Marin Independent Journal, including an online advertisement; an ad in the Commuter Times; and an ad in FLOURISH Magazine, a new magazine distributed by the Marin Independent Journal. All ads promoted the OWOW logo and tag and included names and phone numbers of all the OWOW partner stores located in Marin (**Appendix F-1**).
  - Four in-store “end-cap” product displays were developed for select OWOW stores,



including Sloat's on Miller Avenue, Marin Ace, The Home Depot, and Goodman's Building Supply. A banner was also provided at The Home Depot. MCSTOPPP provided a poster for an end cap display at Goodman's Building Supply, as well as two separate Plexiglas® containers that the garden supply manager attached to shelves near the pool supplies and weeds sections. In addition, MCSTOPPP staff visited all the stores, after store set-ups were conducted, and provided the new Rat and Mouse Fact Sheet.

- Five informational tables were developed for select OWOW stores. IPM Advocate Anne Rogers hosted four information tables for the public: two at Sloat's on Miller Avenue on May 4 and May 26, 2013, and two at Marin Ace on May 19 and June 15, 2013. Debi Tidd hosted an information table at OSH on June 8, 2013.
- **MCSTOPPP 2013 Wall Calendar**: MCSTOPPP designed and printed 28,000 wall calendars and distributed them to residents and businesses throughout the County. Each month included an oil and filter recycling message and either a stormwater pollution prevention, water conservation, habitat enhancement, or San Francisco Bay water quality protection message. The Marin Independent Journal distributed about 22,000 calendars to Marin residents as an insert in their newspaper. Calendars were also distributed through local libraries and municipalities.

Surveys were included in each calendar and by June 30, 2013, 466 surveys were returned. Of those Marin residents who responded, 54% indicated that this was the first time they received the MCSTOPPP educational calendar. Sixty-seven percent stated that they learned something from reading the calendar that will influence them to protect creeks, bays or oceans in this calendar or

a prior year and 28% said the calendar reinforced what they already knew. When asked if they saw the OWOW logo when shopping for pest management products, 43% said they do not shop for pesticides, 17% said they had seen the OWOW logo, and 41% said they had never seen the logo while shopping. This could mean that for those respondents who will shop for pesticides in the future, the MCSTOPPP calendar may have raised awareness that will encourage the purchase of less toxic pest management alternative.



Other survey results revealed that 56% of respondents did not know that discharging pool or spa water to the storm drain could harm fish in creeks. Ninety-two percent of respondents indicated that they already knew that rain washes pollutants into the storm drain system where it goes directly to creeks, bays or the ocean. Additional calendar survey results are as follows:

- 65% indicated they take their car to a car wash when it needs a wash
  - 11% said they wash their car in a location where wash water drains to a vegetated area
  - 18% said they wash their car in the street or driveway but used very little water and avoided having the wash water flow to the storm drain
  - 6% said they wash their car the street with soap and water entering a storm drain
  - 91% said that when washing their car they use trigger nozzles to conserve water and reduce runoff
  - 52% said they knew local ordinances required residents and businesses to manage landscape irrigation properly in order to reduce or prevent runoff
- **Marin Home & Garden EXPO:**  
MCSTOPPP purchased booth space and recruited six Bay-Friendly Landscape professionals to volunteer (three hours each) with MCSTOPPP staff at the Marin Home & Garden EXPO. MCSTOPPP staff and the Bay-Friendly Landscape volunteers focused on less toxic alternatives to managing pests in the home, water conservation, native plants, and Bay-Friendly gardening, among other topics. In return, the Bay-Friendly Landscape professionals received two hours of continuing education credits needed to maintain their Bay-Friendly Landscape qualification. MCSTOPPP also took out a full page advertisement in the official Home & Garden Program Guide that was distributed through the Pacific Sun prior to the event, as well as on the days of the event. The advertisement listed more than 80 landscaping companies working in Marin with Bay-Friendly graduate employees (**Appendix F-1**).





- **Marin EcoFair:** MCSTOPPP staff participated in the Marin EcoFair, a community event to inspire a healthy and sustainable Marin. This year's event was held at Lagoon Park in San Rafael. MCSTOPPP staff engaged the attendees by distributing ladybug chocolates and a game for children to win prizes. A variety of stormwater pollution prevention brochures were distributed. Information on the EcoFair can be found at <http://ecofairmarin.org/>.
- **CalRecycle Oil Payment Program:** OPP funds helped MCSTOPPP conduct a variety of projects in 2012-2013, including the following:
  - Funded a contract with Marin Recycling to collect used oil and filters from the public.
  - Funded 25% of the MCSTOPPP 2013 Wall Calendar.
  - Provided presentations at English as a Second Language classes on how and why to recycle used oil (**Appendix F-2**).
  - Hired a consultant to visit and inspect used oil collection facilities and to distribute brochures with information on BMPs.
  - Purchased storage unit, absorbent bilge pillows and sheets, used oil containers, and educational material for implementing a program to reduce oil spills/leaks from boaters in Richardson Bay and Tomales Bay. This program will be launched in FY 13-14 by the Marin County Hazardous and Solid Waste Management Joint Powers Authority.
  - Worked with designer (Laura Lovett by Design) and printer (P & B Productions) to produce the 2013 MCSTOPPP wall calendars. A total of 28,000 calendars were printed, with most of the distribution occurring through the Marin Independent Journal. Project funders also included MCSTOPPP, Marin Municipal Water District, and the Marin County Wastewater Treatment Agencies.
  - MCSTOPPP's consultant (C2Alternatives) continued to work with Promotores Verdes, a group of community members, educators, community leaders, health providers and local government representatives (**Appendix F-2**). Participants work to inform themselves on environmental issues so that they can promote awareness in their communities. In Fiscal Year 2012-2013, the Promotores Verdes conducted outreach/ education on recycling used oil and filters and on stormwater pollution prevention and attended three monthly meetings to focus on these topics. In addition, the Promotores Verdes participated in the Canal Health and Safety Day on October 7, 2012, where they operated the Used Oil



and Filter Recycling Plinko Game. The game requires participants to answer a question in specific categories, including used oil and filter recycling. Outreach was conducted mainly in Spanish. As people waited in line to play, there was an opportunity to talk with them about pollution prevention. In addition, MCSTOPPP's consultant (C2 Alternatives) conducted a survey at the Canal Health and Safety Day and found that 75% of respondents indicated they change their own oil and more than half were able to say where they took it for recycling.

- Purchased storm drain markers that are installed by local stormwater programs.
- Purchased four half-page ads in the Marin Independent Journal encouraging and educating the public on used oil and filter recycling.
- Purchased 41 radio advertisements in Spanish on La Raza Radio, 11 mentions in "traffic reads," and an internet link to the MCSTOPPP Oil Recycling brochure in Spanish on La Raza's online promotional site (April 17 – May 12, 2013).
- Purchased 18 Spanish radio announcements on ESPN to take place during pre- and post-game programs for the Giants vs. the A's games (May 27 – 31, 2013).

In 2012-2013, MCSTOPPP staff also conducted other outreach efforts, which are detailed below:

- **Website:** The MCSTOPPP website<sup>8</sup> was redesigned and has been integrated into the County of Marin's new website. MCSTOPPP staff continued to update and improve the website after it was moved.

**San Rafael Cigarette Eater Meter:** MCSTOPPP staff reviewed text, commented and provided funds to support the Cigarette Eater Meter that was unveiled at the downtown San Rafael Farmers' Market on May 30, 2013 (**Appendix F-3**). The meter was a new, but temporary public art installation in downtown San Rafael designed to keep cigarette butts off the street and out of creeks and the Bay. The Meter is the result of a collaborative effort involving volunteers, a local business, local artists, and public agencies, including MCSTOPPP. Thanks to Bellam Self Storage and Boxes and an anonymous donor, two cents will be donated to St. Vincent DePaul Society for every cigarette butt that is placed in the meter. This will amount to \$2,000 when 100,000 butts are



<sup>8</sup> <http://www.marincounty.org/depts/pw/divisions/mcstoppp>

collected. The public art piece will remain in City Plaza for several months before moving to another location in FY 13-14.

- **MCSTOPPP Van:** The MCSTOPPP van exterior design was rehabilitated to include the current MCSTOPPP telephone number. The van is beautifully wrapped with images and messages about protecting creeks in Marin.



- **Regional Cooperation:** MCSTOPPP assisted Ross Valley Flood Protection and Watershed Program in developing their second Annual Report to be distributed to the public. In addition, MCSTOPPP assisted with developing the Ross Valley Annual Report/ Newsletter. MCSTOPPP is a member of the BASMAA and is part of the Regional Outreach Campaign. Through BASMAA's Media Relations, staff reviewed and commented on a variety of pitches. The 2012-2013 pitches addressed such issues as pesticides, plastic bags, and burning of gift wrap. BASMAA submits an Annual Report to the Regional Water Board documenting OWOW activities, among other efforts.
- **Publication Distribution:** MCSTOPPP responds to numerous requests for publications throughout the year. For example, MCSTOPPP:
  - Supplied 40 copies of *The Ten Most Wanted* brochure to Inverness Garden Club.
  - Sent a stack of pet waste brochures to Friends of the San Rafael Library, Fairfax Library and MMWD for distribution.
  - Provided 20 *Garden from Garbage*, 100 *Go Native*, 50 coloring books, 25 *Pest or Pal*, and 50 *Free Resources* brochures for talks at the San Rafael Chamber of Commerce and the Tam Valley Community Center by a local creek group.
  - Provided copies of *Growing Gardens from Garbage*, *Go Native*, *Healthy Home & Garden*, *The 10 Most Wanted*, *Free Resource Guide*, *Pocket Guides*, and activity books for distribution by the Master Gardeners at the Marin Farmers Markets. Staff at Novato Market took Spanish coloring books as well.

- Provided 50 copies of *Growing Gardens from Garbage* for talks by Linda J. Novy and Associates on composting and soil health given at Sloat Garden Centers.

In 2012-2013, MCSTOPPP created or revised the following publications:

- *Creek Care: A Guide for Marin Residents*
- *Go Native! Using Native Plants for Your Yard, Patio, and Creek*
- *Prevent Pollution: Pick it Up!* (Pet Waste bookmark)
- *Fish-Friendly Guide for Marin Residents.*
- *For Retail Nurseries: Best Management Practices for Protecting Local Waterways*
- *Slow it. Spread it. Sink it! Eco-Friendly Solutions for Managing Rainwater on Your Property* (Draft provided on MCSTOPPP website)
- Began work with BASMAA to have *The Ten Most Wanted* translated into Spanish

## Chapter 7. Water Quality Planning and Monitoring

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### MCSTOPPP PARTICIPATING IN WATER QUALITY INITIATIVES

The Regional Water Board approved the following Total Maximum Daily Loads (TMDLs) and Basin Plan Amendments for waterbodies in Marin:

- Richardson Bay Pathogen TMDL<sup>9</sup>
- Tomales Bay Mercury TMDL<sup>10</sup>
- Tomales Bay Pathogen TMDL<sup>11</sup>
- Diazinon and Pesticide-Related Toxicity in Urban Creeks TMDL<sup>12</sup>
- Walker Creek Mercury TMDL<sup>13</sup>

This report focuses on implementation of the two Pathogen TMDLs and the Pesticide-Related Toxicity TMDL.

### Tomales Bay Pathogen TMDL

The Regional Water Board adopted a Pathogen TMDL for the Tomales Bay Watershed. In response to the Tomales Bay Pathogen TMDL, MCSTOPPP's countywide program and the Marin County local stormwater program focus efforts in the Tomales Bay Watershed to reduce pathogens in stormwater runoff.

### MCSTOPPP and Marin County Outreach

When requested, MCSTOPPP assists horse facility owners by providing information regarding BMPs that should be implemented to address non-stormwater discharges from their properties in Marin County. County local stormwater program staff and MCSTOPPP continued to direct horse facility owners to guidance documents on good horse facility management practices in 2012-2013. The MCSTOPPP website<sup>14</sup> offers many reference documents for horse owners. MCSTOPPP distributes printed outreach materials upon request and in response to illicit discharge complaints. Examples of such materials are highlighted below:

- **Assessment of Best Management Practices for Equestrian Facilities in the Tomales Bay Watershed** – 2005 report on BMPs at 18 equestrian facilities within the Tomales Bay

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<sup>9</sup> [http://www.waterboards.ca.gov/rwqcb2/water\\_issues/programs/TMDLs/richardsonbaypathogens.shtml](http://www.waterboards.ca.gov/rwqcb2/water_issues/programs/TMDLs/richardsonbaypathogens.shtml)

<sup>10</sup> [http://www.waterboards.ca.gov/rwqcb2/water\\_issues/programs/TMDLs/TomalesBayHgTMDL.shtml](http://www.waterboards.ca.gov/rwqcb2/water_issues/programs/TMDLs/TomalesBayHgTMDL.shtml)

<sup>11</sup> [http://www.waterboards.ca.gov/sanfranciscobay/water\\_issues/programs/TMDLs/tomalesbaypathogenstmdl.shtml](http://www.waterboards.ca.gov/sanfranciscobay/water_issues/programs/TMDLs/tomalesbaypathogenstmdl.shtml)

<sup>12</sup> [http://www.waterboards.ca.gov/rwqcb2/water\\_issues/programs/TMDLs/urbancrksdiazinontmdl.shtml](http://www.waterboards.ca.gov/rwqcb2/water_issues/programs/TMDLs/urbancrksdiazinontmdl.shtml)

<sup>13</sup> [http://www.waterboards.ca.gov/sanfranciscobay/water\\_issues/programs/TMDLs/walkermercurytmdl.shtml](http://www.waterboards.ca.gov/sanfranciscobay/water_issues/programs/TMDLs/walkermercurytmdl.shtml)

<sup>14</sup> <http://www.marincounty.org/depts/pw/divisions/mcstoppp/horses>

Watershed in Marin County. Assessments were designed to detect the level of actual or potential pollutant sources from horse facilities.

- **Horse Owners' Guide to Water Quality Protection** – Conservation practices for horse owners.
- **Horse Keeping: A Guide to Land Management for Clean Water** – This large format manual contains over 100 pages, with color photographs and diagrams showing conservation practices, evaluating potential sources of contamination, and demonstrating management measures.
- **Horse Manure Management: A Guide for Bay Area Horse Keepers** – Conservation practices and on-site manure management.
- **Manure Management Practices of 30 Horse Ranches in Marin County** – 2002 study on manure management practices at 30 horse facilities in Marin County.

#### ***County of Marin Ordinance Enforcement***

In 2012-2013, Marin County local stormwater program staff investigated complaints at two horse facilities in unincorporated Marin County; however, the program received no complaints regarding horse facilities in the Tomales Bay Watershed. When complaints are received, they are usually in relation to manure management. In such cases, local stormwater program staff visits the site, discusses potential BMPs with the property owners, and directs them to the MCSTOPPP website to review the education and outreach materials regarding appropriate horse facility BMPs.

#### **Richardson Bay Pathogen TMDL**

Richardson Bay exceeds fecal coliform bacteria water quality objectives for the beneficial uses of shellfish harvesting and water contact recreation (swimming and fishing). The Richardson Bay Pathogen TMDL Implementation Plan focuses on sanitary sewer overflows and other sources of fecal coliform that can potentially enter stormwater runoff. Other agencies also address fecal coliform bacteria potentially originating from houseboats and vessels (e.g., sailboats or motorboats).

#### ***Stormwater Runoff Implementation Measures***

Through MCSTOPPP, the City of Belvedere, the County of Marin, the City of Mill Valley, the City of Sausalito, and the Town of Tiburon have updated their respective stormwater management plans (through MCSTOPPP Annual Reports) to include specific measures to reduce pathogen loading. Recent MCSTOPPP Annual Reports are available on the MCSTOPPP website.<sup>15</sup>

The specific TMDL implementation measures include additional education and outreach by MCSTOPPP and maintenance of existing pet waste dispensers by individual municipal stormwater programs.

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<sup>15</sup> <http://www.marincounty.org/depts/pw/divisions/mcstoppp>

### **MCSTOPPP 2012-2013 Implementation Actions**

In 2012-2013, MCSTOPPP implemented numerous efforts to educate the public regarding sources of pathogens in stormwater runoff, as described below:

1. MCSTOPPP encouraged local municipalities to ensure there are sufficient pet waste bag dispensers and receptacles at entrances to dog parks.
2. MCSTOPPP continued outreach to pet owners through the 2013 MCSTOPPP Wall Calendar (partially funded by the California Department of Resources Recycling and Recovery [CalRecycle through OPP Cycle 2 funds]).<sup>16</sup>
3. In 2012-2013, MCSTOPPP initiated a focused program improvement to provide stormwater pollution prevention posters to food service facilities within the Richardson Bay Watershed during the County Environmental Health Services routine restaurant inspections. MCSTOPPP staff determined that this will be a more effective approach to improving implementation of stormwater BMPs. General outreach to restaurant owners is available through the MCSTOPPP website.<sup>17</sup>
4. In 2012-2013, MCSTOPPP coordinated with municipal parks and recreation departments and the Marin County Parks and Open Space District to determine if staff/Rangers can distribute MCSTOPPP literature to people they see walking dogs. MCSTOPPP accomplished this task in early 2012-2013. Revised the *Prevent Pollution: Pick it Up!* pet waste bookmarks<sup>18</sup> were provided to the following municipalities for distribution: Belvedere (200), Tiburon (150), and Mill Valley (100). Park rangers will carry them in their trucks and distribute as necessary. County Open Space Rangers also distribute them.
5. MCSTOPPP finalized a publication on Nursery BMPs and mailed it to eight nurseries in the Richardson Bay Watershed, 17 in the San Francisco Bay Watershed, and three in West Marin. For nurseries located within the Richardson Bay Watershed, MCSTOPPP included a short letter that invites nursery employees to assist municipalities to prevent stormwater pollution by avoiding over-irrigation. These documents are included as **Appendix G-1**.
6. MCSTOPPP continues to address over-irrigation and runoff in the Bay-Friendly Landscaping series for the Professional Landscaper and through various MCSTOPPP outreach publications available on its website<sup>19</sup> and by request.
7. MCSTOPPP contributed to a portion of the 2012-2013 water quality testing described in the TMDL and conducted by the Richardson Bay Regional Agency (RBRA). RBRA

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<sup>16</sup> <http://www.marincounty.org/depts/pw/divisions/mcstoppp/residents/~media/Files/Departments/PW/mcstoppp/calendars/2013.pdf>

<sup>17</sup> [http://www.mcstoppp.org/acrobat/Rest\\_English%20Poster%20Final%202009.pdf](http://www.mcstoppp.org/acrobat/Rest_English%20Poster%20Final%202009.pdf)

<sup>18</sup> <http://www.marincounty.org/depts/pw/divisions/mcstoppp/residents/~media/Files/Departments/PW/mcstoppp/residents/PickItUp-11-12.pdf>

<sup>19</sup> <http://www.marincounty.org/depts/pw/divisions/mcstoppp>

conducted water quality testing for pathogen indicators. A total of 14 sites were sampled and tested. RBRA invoiced MCSTOPPP for a portion of the labor and laboratory costs at four RBRA sampling sites located near stormwater outfalls. RBRA submitted these monitoring results to the Regional Water Board in 2012-2013 (**Appendix G-2**).

### ***Local Program Implementation Actions***

In 2012-2013, the Local Programs for the City of Belvedere, the County of Marin, the City of Mill Valley, the City of Sausalito, and the Town of Tiburon implemented numerous efforts to educate the public regarding sources of pathogens in stormwater runoff, as described below:

#### *City of Belvedere*

- The City maintained City-owned pet waste bag dispensers. The City provided approximately 14,000 bags to residents in fiscal year 2012-2013.
- The City also continued to work to reduce the frequency of sanitary sewer overflows by requiring inspections of residential sewer laterals at the time of sale.

#### *County of Marin*

- The Marin County Parks and Open Space District maintained garbage receptacles along the County-maintained Mill Valley-Sausalito Multi-purpose path through Bothin Marsh Open Space Reserve.
- The local stormwater program collaborated with the Marin County Flood Control and Water Conservation District to improve storm drain network and outfall maps within the Richardson Bay Watershed.
- Local Program staff inspected 135 storm drains within the Richardson Bay Watershed and added or replaced 90 “No Dumping” storm drain markers.

#### *City of Mill Valley*

- City staff determined that they have reached the optimal level of distribution for dog waste bags and will continue to maintain existing dispensers.
- The City extended the City’s Cash for Sewers program, which promotes the repair of private laterals for qualifying residences through grants or financial assistance.

#### *City of Sausalito*

- The City continued to collaborate with Richardson Bay Regional Authority on outreach to boat and marina owners.
- The City maintained existing pet waste bag dispensers owned by the City of Sausalito.
- The City provided additional pet waste dispensers for privately maintained areas. These dispensers are maintained by private citizens.

- The City aggressively enforced its local sanitary sewer ordinance, which requires the inspection and rehabilitation of sanitary sewer laterals at point of sale and at major remodels (>\$50,000 in value) (Sewer Lateral Inspections program). A total of 3,106 feet of private sanitary sewer laterals were replaced or rehabilitated in 2012-2013. In addition to the private work, the City replaced or rehabilitated 538 feet of public sewer pipe and installed and/or replaced four rodding inlets. The work is expected to reduce pathogen loadings in Richardson Bay, improve Sewage Treatment Plant operations during storm events, and reduce the likelihood of sanitary sewer overflows and resulting risk to human health. The City provided 45 grants to homeowners to the repair of their sewer laterals in the report period totaling \$72,947.12. The program provides individual property owners up to \$1,000 to offset repair/rehabilitation expenses.

#### *Town of Tiburon*

- Town staff determined that they have reached the optimal level of distribution for dog waste bags and will continue to maintain existing dispensers. Staff maintains at least 26 dispensers in the town.

#### **Diazinon and Pesticide-Related Toxicity in Urban Creeks TMDL**

MCSTOPPP continues efforts to reduce detections of the priority pollutant diazinon and other pesticides through its comprehensive public education and outreach activities designed to reduce pesticide use. In addition, MCSTOPPP and local program staff report complaints from the public related to pesticide use to the County's Agricultural Commissioner. The Agricultural Commissioner implements a countywide Pesticide Use Enforcement program.<sup>20</sup>

#### ***MCSTOPPP 2012-2013 Implementation Actions***

MCSTOPPP implemented the Pesticide Reduction Strategy throughout 2012-2013. These efforts are discussed in Chapter 5 (Educating Ourselves at Work) and Chapter 6 (Educating Ourselves at Home and School). In addition, MCSTOPPP began a planning effort necessary to comply with the new monitoring requirements included in Attachment G of the second term Phase II Permit. MCSTOPPP held discussions with both the MCSTOPPP ASC and MNSSSA agencies that are subject to the TMDL monitoring requirements. These agencies plan to meet with Regional and State Water Board staff in 2013-2014 to discuss and plan for this TMDL monitoring. The monitoring in Marin will be conducted by the MCSTOPPP on behalf of all 12 Phase II Permittees. MCSTOPPP is exploring several options to develop a cost-effective, collaborative monitoring program that provides meaningful water quality information. MCSTOPPP is exploring collaboration with the municipal agencies in the County of Sonoma and options to coordinate with regional and statewide monitoring.

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<sup>20</sup> <http://www.marincounty.org/depts/ag/pesticides>



### **Local Program Implementation Actions**

In 2012-2013, the all Local Programs implemented numerous efforts to reduce or eliminate municipal pesticide use and educate the public regarding sources of pesticides in stormwater runoff, as described below:

#### *City of Belvedere*

- The City continued to implement the ordinance restricting the use of pesticides on City owned parcels and right-of-ways and did not use pesticides in 2012-2013.
- Information regarding pesticide use and effects on the environment has been communicated periodically through the weekly City E-news and bi-annual hard copy newsletter.

#### *Town of Corte Madera*

- In 2012-2013, the Town reduced the use of pesticides/herbicides by 64%. Corte Madera employees do not use pesticides. All contractors are required to adhere to this IPM policy and are monitored by DPW to ensure compliance.
- With assistance from resident groups, the Town developed a Least Toxic IPM policy that calls for greatly reducing dependence on chemical products to control pests. Under this policy the follow actions are being pursued:
  - Eliminate or greatly reduce the use of pesticides at all Town facilities (Town Hall, Recreation Center, Fire Stations, Corporation Yard, Flood Control Stations, Parks, road shoulders and medians).
  - Hire contractors that employ least toxic methods.
  - Devise and implement a strategy for regular monitoring of plants.
  - Employ biological controls at the first sign of infestation.
  - Use mechanical controls to remove pests from plants.
  - Landscape rehabilitation projects include practices to reduce weeds and pests such as placement of physical barriers (landscape fabric), ground cover, mulch, and use of plants less attractive to pests, and irrigation is converted to drip systems.
  - Mechanically remove weeds with hot foam, torches, hand pulling, and weed whips.

#### **Creating Medians Unfriendly to Weeds**

Along Old Redwood Highway the unplanted margins between the curb and the plants created a haven for weeds in the center median. The Town of Corte Madera reduced weeds without herbicides by trimming the plants to allow the tops to overhang the margins depriving the weeds of needed sunlight.

- The Town's IPM abatement specialist developed a comprehensive plan to address pest control issues before they become a problem, such as better housekeeping (no garbage), sealing cracks, removing pest habitat, sealing electrical switches (heat attracts ants), trapping queen yellow jackets in the spring to prevent nesting.

#### *County of Marin*

- All County staff that use pesticides follow the guidelines of California Department of Pesticide Regulation (DPR) and the County's IPM Ordinance.
- Each year the County of Marin employees who have Pesticide Applicator's Certificates are trained on the safe handling of pesticides and are also trained on the county's IPM Ordinance. The training includes guidance regarding application near water and on saturated soils and the possibility of run off. Also discussed is the proper disposal and management of pesticides used. In addition to in house training, the Qualified Applicators and the Pest Control Advisors attend required continuing education classes each year which are focused on IPM and non-pesticide best management practices. There is also routine contact with the Dept. of Agriculture, Weights and Measures and IPM training. The Pest Control Advisor's recommendation also includes language on care of application near water and a site map for each application to describe where applications are to be made.
- Marin County Parks rarely makes applications near waterways and takes all necessary precautions to avoid any contamination to water sources. The County only uses Caution-rated materials and is using Organic Materials Review Institute products where appropriate.
- In accordance with the County's IPM Ordinance and Policy, Marin County Parks uses IPM practices to continually work to reduce the use and the amount of material applied to all of the lands that it maintains. As part of the County's IPM program the number and types of chemicals used and areas applied have been limited by the use of such practices as applying sheet mulch to reduce further applications, regularly releasing predatory insects to reduce pest insect populations inside the Civic Center, and modifying individual sites cultural practices with IPM in mind to plan for less pesticide use. Only caution rated materials are applied and there has been an 80% reduction in applied materials from the County's 1997 baseline usage.
- The County of Marin passed ordinance 3521 on July 21, 2009, amending County Code 23.19 which updated the IPM Ordinance. Marin County Parks is currently working in the areas that they routinely make applications to reach the benchmark limits set forth in the new policy.
- Marin County Parks has on-going IPM Ordinance and Policy reviews and updates. They distribute outreach information during the County Fair and with outside contractors and the College of Marin advisory group.

- In accordance with the County’s IPM Ordinance and Policy, Marin County Parks uses IPM practices to continually work to reduce the use and the amount of material applied to all of the lands that it maintains. As part of the County’s IPM program the number and types of chemicals used and areas applied have been limited by the use of such practices as applying sheet mulch to reduce further applications, regularly releasing predatory insects to reduce pest insect populations inside the Civic Center, and modifying individual sites cultural practices with IPM in mind to plan for less pesticide use. Only caution rated materials are applied and there has been a greater than 80% reduction in applied materials from the County’s 1997 baseline usage.
- Stormwater program 2012-2013 accomplishments related to municipal use of pesticides include:
  - The McInnis Golf Center came under the IPM Ordinance and Policy in May of 2012. While there was a learning curve on just how strict the County of Marin IPM regulations are, they have hired new personnel and are on their way to becoming an example for other golf courses in the area. They have been pesticide free since January 2013.
  - The new public safety building for the County, at the Marin Commons site, is now fully on board and is being maintained organically
  - Public Works Department have greatly reduced their chemical use managing pests within County structures and primarily used low toxicity products only within secure bait stations out of reach of the general public.
  - County Parks turf areas, picnic sites and playgrounds are maintained without chemicals.
  - 132 sites currently fall under the County of Marin IPM Ordinance and Policy. Over 100 of those sites are maintained without chemical products.
  - Marin County Parks staff worked with the DPR to produce a short video of the County of Marin’s outstanding IPM program.<sup>21</sup>

*Town of Fairfax*

- Fairfax has a local ordinance banning the use of pesticides for Town staff, hired contractors, and residents. The Town (including contractors hired to work on Town public projects) did not use pesticides in 2012-2013.

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<sup>21</sup> <http://www.co.marin.ca.us/depts/PK/main/IPM/ipmprogramhome.cfm> or <http://www.youtube.com/watch?v=6tBEaBA9Prg>

#### *City of Larkspur*

- The City continued to minimize use of pesticides on high-traffic medians. A contractor is used only when the City—very sparingly—needs to apply herbicides or pesticides in a targeted, specific manner.
- Weeding by hand is a less toxic pesticide alternative that will be implemented in the future in order to minimize pesticide impacts.

#### *City of Mill Valley*

- Annual training was conducted regarding safe use of and spill contamination of pesticides. Staff were also trained on the effects and ways to handle potential drift when applying pesticides.
- The City did not increase or otherwise change its use of pesticides during 2012-2013.

#### *City of Novato*

- All applicators are State Certified and attend qualified classes and training to keep their licenses current.
- The City continues to reduce its overall chemical usage. The City only uses herbicides and continues to reduce herbicide usage by using wood chip mulch to abate weeds.

#### *Town of Ross*

- The Town does not use pesticides; however, the Superintendent of Public Works has a DPR Pesticide Applicators certificate and is up-to-date on training requirements.
- As a less toxic pesticide alternative, the Town contractor uses traps for rat control in Town buildings.
- The Town recommends that homeowners use IPM practices.

#### *Town of San Anselmo*

- An ordinance is in place restricting the use of pesticides on City-owned parcels and rights-of-way.

#### *City of San Rafael*

- In accordance with the IPM policy, the City has taken several actions over the past six years to dramatically reduce the use of pesticides in parks, right of ways and public spaces.
  - Only two pesticides are approved for use and the City has reduced the use of those pesticides by 70 percent since 2007.
  - The City only uses Caution rated products and continues to use alternative methods of weed control such as sheet mulching, weed torching, and mechanical removal. The City's policy prohibits the use of any herbicide around

playgrounds, picnic areas, and certain public buildings. The City has also discontinued the use of herbicides on all City property with bay frontage.

- The City does not use insecticides or fungicides in its maintenance program.
- The City plans to expand the use of sheet mulching using both City staff and volunteers in the coming year to further reduce the use of herbicides as well as using FIFRA exempt materials.
- All Public Works employees with a Pest Control Advisors License, or a Qualified Applicator's License, or a Qualified Applicator's Certificate, obtain continuing education hours that are pre-approved by the Department of Pesticide Regulation. All required continuing education hours are obtained during the two-year period that the license is valid in order to renew it.
- All Public Works employees that are involved in the handling or application of pesticides receive internal training covering safe handling, storage, and usage, and disposal of all products and materials utilized by the department.

#### *City of Sausalito*

- The City used no pesticides in 2012-2013.
- All Landscape Workers have Pest Applicators Certification as administered through the California Department of Agriculture. The training module includes principles regarding lawful handling, disposal, and use minimization.

#### *Town of Tiburon*

- The Town of Tiburon is in the process of adopting an IPM policy and ordinance, as part of the new Phase II permit requirements.
- The Town of Tiburon continues to use less and less amounts of pesticides to abate weed growth. At this time, the Town only uses Round Up, Oxediazon, Rodeo, and Produce as part of the weed abatement program. Where possible, maintenance staff installs weed cloth and uses approximately mulch to prevent weed establishment in medians, parks and town maintained landscape areas.
- Two staff members with Qualified Applicators Certificates, continue to attend training seminars to find new and more efficient ways to use and reduce pesticide usage.

## PROTECTING DUXBURY REEF

The County's compliance efforts with the State Water Board's Ocean Plan prohibition of discharges to designated ASBS focused on three main areas: implementation of structural BMPs, water quality monitoring, and compliance planning.

A grant-funded project to reduce potential stormwater runoff to Duxbury Reef ASBS from County facilities will be implemented during the summer of 2013. The project will include replacing the parking lot at Beach County Park with pervious pavement and stormwater infiltration structures and relocating the portable toilets away from the stream. The County conducted pre-construction water quality monitoring of the parking lot runoff during the 2012-13 winter that will be used to evaluate the effectiveness of the structural BMP implementation. Parking lot construction will begin in July 2013.

The County also joined the Central Coast ASBS Regional Monitoring Program to satisfy the monitoring requirements of the Special Protections Core Discharge Monitoring Program and the Ocean Receiving Water Monitoring Program. The regional monitoring group hired a contractor and developed a Monitoring Plan and Quality Assurance Project Plan that is awaiting State Water Board approval. Monitoring of designated outfalls and ocean receiving waters will begin during the 2013-14 winter season.

MCSTOPPP assisted the County with outreach to residents and visitors on the Bolinas Mesa through the MCSTOPPP 2013 Wall Calendar by dedicating the month of December to protecting the Duxbury Reef Area of Special Biological Significance. MCSTOPPP provided the Bolinas Community Public Utility District (BCPUD) with 100 copies of the calendar and BCPUD helped to distribute the calendars.

Finally, the County began to develop the ASBS Compliance Plan that will be integrated into the County's Storm Water Management Plan to address the State Water Board specific requirements of and restrictions to discharges to the Duxbury Reef ASBS.



## SUPPLEMENTS A – L

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City of Belvedere	A-1
Town of Corte Madera	B-1
County of Marin (unincorporated area)	C-1
Town of Fairfax	D-1
City of Larkspur	E-1
City of Mill Valley	F-1
City of Novato	G-1
Town of Ross	H-1
Town of San Anselmo	I-1
City of San Rafael	J-1
City of Sausalito	K-1
Town of Tiburon	L-1

## Stormwater Pollution Prevention in the **City of Belvedere**

### BACKGROUND

The City of Belvedere, population 2,068 (2010 Census), occupies about one square mile on the Tiburon peninsula. The community comprises three areas: Belvedere Island, a portion of Corinthian Island, and the Lagoon, which is situated between the two islands.

The City was incorporated in 1896, and grew as an exclusive residential community near the railroad and ferry terminus in adjacent Tiburon. Following World War II, portions of the Lagoon were filled for tract homes and a golf course, which was subsequently developed for additional residences.

Hilly and lush, Belvedere Island has narrow roads with no curbs or gutters. Streets and private lots drain through pipes and culverts to Richardson Bay or to the privately owned Lagoon.

Streets in the Lagoon area have curbs and gutters. The Lagoon typically functions as a detention basin and a recreation area to residents on the Lagoon; water flowing into the Lagoon is discharged after settling and during a low tide. City staff works with Lagoon property owners to keep pollution from entering the body of water.



Belvedere occupies about one square mile on the Tiburon peninsula.

### STORMWATER POLLUTION PREVENTION PROGRAM ORGANIZATION

City of Belvedere's Stormwater Staff	
Activity	Responsible Person(s)
Stormwater Coordinator Municipal Maintenance Public Information and Participation	Scott Derdenger Public Works Manager (415) 435-3838 Sderdenger@cityofbelvedere.org
Capital Improvement Projects/Drainage	Moe Engineering Inc., City Engineer (Contract)
Illicit Discharge Detection and Elimination/ Outfall Monitoring	Gerhard Laufer, Public Works Supervisor
Construction Inspection	Eric Banvard, Building Official
Planning Dept. Contact, Development Approvals	Irene Borba, City Planner
Other: Overall Responsible	Mary Neilan, City Manager

Scott Derdenger, Public Works Manager, coordinates the City's program and participates in MCSTOPPP's bimonthly (and sometimes monthly) Agency Staff Committee meetings. City stormwater staff and their respective responsibilities are listed in the table to the left. Belvedere's stormwater pollution prevention program is funded by the City's General Fund.

### FEATURED ACCOMPLISHMENTS IN 2012-2013

The City of Belvedere accomplished several stormwater pollution prevention program goals during the reporting period that are highlighted below. Overall implementation of the City's stormwater program is detailed in the MCSTOPPP Annual Report.



- **2012-2013 Staff Training:** The City conducted in-house Illicit Discharge training for a total of four Public Works staff.
- **Creek/Beach Cleanups, Trash Abatement, and Other Coordination with Local Volunteers:** During Coastal Cleanup Day in September 2012, volunteers cleaned up a section of public shoreline along San Rafael Avenue Seawall (Richardson Bay). City Public Works crews picked up the debris that was collected by volunteers and disposed of it in the dumpster at the City corporation yard. These efforts resulted in the removal of nearly five cubic yards of material and debris collected from the shoreline.
- **Corporation Yard:** City crews performed weekly sweeping of the impervious surfaces of the yard. Crews covered the open dumpster with a special tarp before and during rain events.
- **Road Repair and Maintenance:** Road repairs during 2012-2013 were limited to patching. Contractors were provided with education information for asphalt work. City staff performed site inspections during work and required compliance with the BMPs.
- **Capital Projects:** Two deteriorated metal culverts under a roadway were replaced.
- **Business Inspections and Outreach Activities:** City staff visited the local nursery and automotive repair facility to discuss stormwater pollution prevention.
- **Public Involvement and Participation:** The City maintained the level of public outreach with less staffing. Residents were educated about pesticide use and the effects on the environment through the weekly City E-news, News Flashes, and bi-annual hard copy newsletter. In addition, the City developed a newsletter article on Illicit Discharges.

#### **PRIORITIES FOR 2013-2014**

The 2013-2014 priorities identified by the City of Belvedere are listed below. Additional 2013-2014 priorities for MCSTOPPP and each local stormwater pollution prevention program will focus on optimizing the programs to effectively and efficiently meet the Year 1 requirements of the second term Phase II Permit.

- **2013-2014 Staff Training:** The City has requested that the Contract City Engineer become a certified Qualified Stormwater Pollution Prevention Plan (SWPPP) Practitioner (QSP).
- **Street and Storm Drain Maintenance and Outfall Monitoring:** Continue to provide the same level of stormwater pollution prevention as in previous years, although additional unfunded mandates have increased.
- **Municipal Use of Pesticides:** Continue to implement the ordinance restricting the use of pesticides on City owned parcels and right-of-ways.
- **Creek Cleaning, Maintenance, and Enhancement:** Continue to inspect and document condition of the creek.

- Creek/Beach Cleanups, Trash Abatement, and Other Coordination with Local Volunteers: Provide public outreach at the local park regarding dog waste pick-up and proper disposal.
- Illicit Discharge and Creek Violation Complaint Response: Respond to and resolve every report of illicit discharge in the City.
- Construction: Perform pre, during and post inspections of all construction sites.
- Public Involvement and Participation: Continue to publish articles in City Newsletters.

## Stormwater Pollution Prevention in the **Town of Corte Madera**

### BACKGROUND

Corte Madera is located in central Marin County and has approximately 9,377 residents (2012 estimate). The Highway 101 corridor divides the town into east and west sections. The town is bordered on the east by San Francisco Bay and by hilly terrain on the west. It borders the Cities of Larkspur and Mill Valley.

Corte Madera was part of the Corte Madera del Presidio land grant given to John Reed in 1836. Reed established a mill in neighboring Mill Valley and produced lumber used to build San Francisco's Presidio. After most redwoods were harvested, the local economy shifted to farming and cattle ranching. The area became a summer retreat for San Franciscans, and many summer homes became permanent homes after the 1906 quake. The Town was incorporated in 1916.



Corte Madera is centrally located and is bisected by the Highway 101 corridor

In later years, as concern over the perception of expanding commercial development occurred, the Corte Madera Ecological Reserve was created.

### STORMWATER POLLUTION PREVENTION PROGRAM ORGANIZATION

Corte Madera's Stormwater Staff	
Activity	Responsible Person(s)
Stormwater Coordinator	Kevin Kramer
Municipal Maintenance	Director of Field Maintenance & Operations
Illicit Discharge Detection and Elimination/Outfall Monitoring	Public Works/SD # 2
Commercial/Industrial Inspections/Outreach	415-927-5057
Public Information and Participation	kkramer@ci.corte-madera.ca.us
Capital Improvement Projects/Drainage	Barry Hogue, Director of Public Works
Construction Inspection	David Keane, Engineer
Planning Dept. Contact	Dan Bell, Director of Planning
Development Approvals	
Other: Engineer	David Bracken, Town Engineer

Stormwater Coordinator Kevin Kramer directs the Town's stormwater pollution prevention activities. He is also the Superintendent of Sanitary District #2, so activities related to both agencies regarding stormwater pollution prevention are closely coordinated. Town stormwater staff and their respective responsibilities are listed in the table to the left.

### FEATURED ACCOMPLISHMENTS IN 2012-2013

The Town of Corte Madera accomplished several stormwater pollution prevention program goals during the reporting period that are highlighted below. Overall implementation of the Town's stormwater program is detailed in the MCSTOPPP Annual Report.

- **2012-2013 Staff Training:** All maintenance workers participate in a daily safety discussion and monthly hands on training classes. Some of the stormwater topics

covered in 2012-2013 included: Street Sweeper Operation and Illicit Discharges; Spill Mitigation: Prevention, Response and Cleanup; Emergency Spill Response and Hazmat Spills; Storm Patrol: Preventative Maintenance; Vactor Operation for Sanitary Sewer Overflows; Response to Illicit Discharges; Municipal Maintenance: Corporation Yard Cleanliness; and Pest Management. Between three and ten staff members attended each training session, with a total of 74 staff receiving training in 2012-2013.

- Street and Storm Drain Maintenance and Outfall Monitoring: At Marina Village, the Town rebuilt Pump #3, repaired discharge pipes, and installed cathodic protection. A new 60" aluminum gate was installed at High Canal. The Town repaired 150 feet of storm drain line and installed two inline check valves and two catch basins to address curb ponding issues at Baja Court. At Crescent Road, the Town raised a catch basin and graded the roadway to increase the amount of rainwater captured. At Marina Village/Big G and San Clemente Pump Stations, the Town cleaned wet wells and cleared sediments that had accumulated in the front pumps. All pump stations are equipped with at least one bar screen to trap debris so that it can be removed. Some stations have two screens rather than just one. Wet wells are cleaned yearly with the sediment and debris being disposed of appropriately.
- Creek Cleaning, Maintenance, and Enhancement: Department of Public Works (DPW) monitors Shorebird Marsh, Shorebird overflow parking lot, the Shorebird Overlook, Marina Village, Lagoon A, Lagoon 1, Marquart Lagoon, San Clemente Pump Station and Gate, Edgewater Lagoon, Pixley Lagoon, and Corte Madera and San Clemente Creeks. Water quality tests for the presence of fecal coliform, dissolved oxygen, and turbidity are performed twice weekly throughout the spring and summer at Lagoon 1, Marquart Lagoon, High Canal, and Corte Madera Creek. Marina Village is tested for salinity in the spring. The results of this test determine when Bay water will be added to the retention pond.
- Litter Control: The Town Began a program to clean Shorebird Marsh more frequently after noticing an unusual amount of trash blowing into it from the Village Shopping Center. In addition, the Town continues to have great success with our trash abatement program that captures trash prior to entering Corte Madera Ecological Reserve.
- Corporation Yards: The Town ordered a new debris box from Marin Valley Refuse that does not leak, installed drain filters, added two more spill containment pallets, and recycled approximately 100 +/- gallons of hazardous materials.
- Illicit Discharge and Creek Violation Complaint Response: In coordination with CMSA, the Town implements the 800-SAV-R-Bay hotline for residents and businesses to report illicit discharges for follow up, inspection, and appropriate referral or enforcement actions
- Business Inspections and Outreach Activities: In cooperation with CMSA, each business is educated on any stormwater concerns during routine inspections. CMSA staff are on contract with the Town of Corte Madera for additional assistance when needed. The

Town continues to participate in the MCSTOPPP Public Education and Outreach Program to educate businesses throughout the calendar year.

- Public Involvement and Participation: DPW staff has, with greater frequency, engaged homeowners and contractors regarding everything from broken sprinklers allowing chlorinated water to enter the storm drain system to dumping dirt and gravel onto the street. The Town continues to participate in the MCSTOPPP Public Education and Outreach Program to educate residents, school children, and businesses throughout the calendar year.

#### **PRIORITIES FOR 2013-2014**

The 2013-2014 priorities identified by the Town of Corte Madera are listed below. Additional 2013-2014 priorities for MCSTOPPP and each local stormwater pollution prevention program will focus on optimizing the programs to effectively and efficiently meet the Year 1 requirements of the second term Phase II Permit.

- 2013-2014 Staff Training: Reinforce the training provided in 2012-2013.
- Street and Storm Drain Maintenance and Outfall Monitoring: The Town plans to add cathodic protection to pumps at High Canal; repair a pump at High Canal; repair/replace approximately 2000 feet of sanitary line; and increase outfall inspections.
- Municipal Use of Pesticides: Continue to explore ways to reduce the use of pesticides/herbicides in the Town.
- Creek/Beach Cleanups, Trash Abatement, and Other Coordination with Local Volunteers: Continue to support all organizations and agencies, such as Bay Keeper and California Department of Fish and Wildlife, which help keep our creeks, coastline, and water clean.
- Litter Control: Train new crew members to operate sweeper and continue to reinforce the training provided in 2012-2013.
- Illicit Discharge and Creek Violation Complaint Response: Continue to monitor storm drain outfalls, and educate the residents and business owners on stormwater pollution prevention.
- New and Redevelopment Projects (Post-Construction): Distribute MCSTOPPP's document, Guidance for Applicants: Stormwater Quality Manual for Development Projects in Marin County, a Low Impact Development Approach.
- Business Inspections and Outreach Activities: Continue inspection program and award-winning Public Education and Outreach Program.
- Public Involvement and Participation: Continue educate the public (residents and schools) on stormwater pollution prevention through local and statewide award-winning outreach program.

## Stormwater Pollution Prevention in the County of Marin

### BACKGROUND

Covering about 430 square miles, unincorporated Marin County includes suburban communities such as Kentfield, Greenbrae, Marin City and Strawberry, and rural towns such as Woodacre, Bolinas and Pt. Reyes Station. In 2011, the estimated population was 68,257. Marin's aquatic ecosystems include salt, brackish, and freshwater wetlands and over 1,000 miles of creeks. Protected species include steelhead, coho salmon, red-legged frog, California freshwater shrimp, clapper rail, salt marsh harvest mouse, and many plants.

The Marin Countywide General Plan update was adopted November 6, 2007. The updated Plan includes policies that restrict development in Stream Conservation Areas and that support preservation of Marin's watersheds.



Unincorporated County includes urban areas and over 400 square miles of rural lands.

### STORMWATER POLLUTION PREVENTION PROGRAM ORGANIZATION

Howard Bunce and Terri Fashing coordinate the County's program with support from the Countywide program and staff from County departments. County stormwater staff and their respective responsibilities are listed in the table below.

County Stormwater Staff	
Activity	Responsible Person(s)
Stormwater Coordinator Public Information and Participation Commercial/Industrial Inspections/Outreach (Follow-Up)	Howard Bunce, Engineering Tech. III 415-473-3748 hbunce@marincounty.org Terri Fashing, Stormwater Program Administrator 415-473-6583 tfashing@marincounty.org
Municipal Maintenance	Craig Parmley Road Maintenance Superintendent
Capital Improvement Projects/Drainage	Ernest Klock, Principal Civil Engineer/DPW Engineering Pat Echols, Principal Civil Engineer/DPW Capital Improvement Jack Curley, Capital Planning & Project Manager DPW FC and Water Resources
Illicit Discharge Detection and Elimination/Outfall Monitoring	Howard Bunce
Construction Inspection Development Approvals	Berenice Davidson, Senior Engineer, DPW
Planning Dept. Contact	Rachel Warner, Environmental Planning Coordinator
Commercial/Industrial Inspections/Outreach	Scott Alber, Fire Marshall/Fire Director Rebecca Ng, Deputy Director Environmental Health Services Steve Devine, Waste Management Program Manager
Other: Watershed Program Manager	Liz Lewis, Watershed Program Manager

The County's program has benefited from being a part of the Marin County Flood Control and Water Conservation District (District). The stormwater program assisted the District in field tasks, such as fish relocation and temperature monitoring, while the District implements vegetation management, debris removal, and some restoration activities in 26.5 creek miles. In FY 2013-2014 County stormwater staff will be managed by the County's DPW Waste Management Division. This change will provide benefits to the stormwater program such as enhanced coordination with the Marin Hazardous and Solid Waste Joint Powers Authority, the Countywide Zero Waste Program, and CUPA. Stormwater staff will continue to coordinate with and benefit from the efforts of the District.

In addition, County DPW Land Development Division staff review proposed development project plans to assure consistency with the Phase II permit and the County's urban runoff and drainage setback ordinances. DPW road maintenance staff sweep streets, clean catch basins, and implement Stormwater Pollution Prevention Plans (SWPPPs) at the County's two corporation yards.

### **FEATURED ACCOMPLISHMENTS IN 2012-2013**

The County of Marin accomplished several stormwater pollution prevention program goals during the reporting period that are highlighted below. Overall implementation of the County's stormwater program is detailed in the MCSTOPPP Annual Report.

- **2012-2013 Staff Training:** Some of the stormwater topics covered in 2012-2013 included: Environmental compliance; stream networks, LiDAR, H&H Modeling; erosion and sediment control BMPs inspection and implementation; water quality monitoring design; mapping tools for decision making; stormwater pollution prevention and creek maintenance; flood fight methods for levees and emergency erosion control; environmental analysis and restoration; environmental compliance monitoring; citizen science and environmental assessment; water resources, water quality, and habitat and floodplain protection; and, watershed restoration. A total of 72 staff were trained with between one and 20 staff members attending each training listed.
- **Street and Storm Drain Maintenance and Outfall Monitoring:** The County contracted Marin Sanitary Service to sweep most of the unincorporated areas in East Marin. This improves sweeping efforts and better enables County staff to focus on other priority maintenance issues. The County purchased a new vacuum truck in 2012 and now conducts routine maintenance and responds to complaints for catch basins and culverts year around. Roads crews target priority areas including Marin City, Tam Valley, Santa Venetia, Bel Marin Keys and the Seminary/Ricardo area of Strawberry. In addition, the Marin County Flood Control and Water Conservation District purchased a Trimble GPS unit with greater accuracy and improved satellite signal reception in steep and heavily wooded terrain. The new equipment will help the County collect data in areas where it is difficult to obtain a signal. Stormwater staff continued collecting data in the field to fill storm drain network data gaps and completed detailed mapping in the community of Santa Venetia.

- Creek Cleaning, Maintenance, and Enhancement: The Marin County Flood Control and Water Conservation District continues to centralize its stream maintenance and facilities maintenance into the Routine Maintenance Activities (RMA) program and pursues all required permits for the maintenance work. The District maintains 37 miles of stream channels, several basins, and numerous flood control facilities to ensure flood conveyance, the proper functioning of flood control facilities, and access to streams, channels, and facilities. The RMA describes five types of routine maintenance activities: Vegetation management, sediment and debris removal, erosion control, maintenance and repair of flood control structures, and levee maintenance. To minimize impacts to water quality, wildlife and native habitat, the RMA program specifies appropriate general and activity-specific conditions, and sensitive species-specific Avoidance and Minimization Measures (AMMs) to be employed. The document incorporates by reference existing Best Management Practices (BMPs) from BASMAA, CDFG, FishNet4C, and the Federal Emergency Management Agency (FEMA). In addition, the Marin County Flood Control and Water Conservation District contracted Conservation Corps North Bay to continue maintaining a total of 1,820 native plants that were installed in 2009 and 2010 along Vineyard Creek as the final stage of the Vineyard Creek Flood Control project. The Conservation Corps North Bay also provides ongoing weed management and invasive species removal. This work is paid for with Flood Control Zone 1 funds.
- Watershed Program staff participate in the leadership and technical committees of the [North Bay Watershed Association](#) to discuss water quality issues of common interest, explore ways to work collaboratively on water resources projects of regional concern, and share information about projects, regulations, and technical issues.

**Native Plants Maintained  
along Vineyard Creek in  
2012-2012**

American Dogwood  
 Bearberry  
 Big Leaf Maple  
 Blue Blossom  
 Blue Elderberry  
 Box Elder  
 California Blackberry  
 California Buckeye  
 California Gooseberry  
 California Grape  
 Coast Live Oak  
 Coast Sagebrush  
 Coffeeberry  
 Creambush  
 Madrone  
 Pink Flowering Current  
 Snowberry  
 Sticky Monkey Flower  
 Toyon  
 Valley Oak  
 Vine Honeysuckle  
 White Alder, Coyote Brush  
 Whiteroot Sedge  
 Wild Rose



- Watershed Program staff participate in the Bay Area Integrated Regional Water Management Plan, coordinating and technical committees coordinating across nine counties to improve water supply reliability, protect water quality, manage flood protection, maintain public health standards, protect habitat and watershed resources, and enhance the overall health of the bay.
- Open Space Management: The Marin County Open Space District (MCOSD) continues to maintain sites with culverts or drop inlets at the open space/subdivision interface, and they have a set creek maintenance program using training and BMPs from Pacific Watershed Associates. MCOSD also continued their FishNet 4C Fishery Restoration Projects that addresses problem road and trail erosion sites. These sediment reduction projects reduced sediment loading into San Geronimo Creek.
- Public Involvement and Participation: The County of Marin conducts effective public outreach when responding to illicit discharge complaints. County staff distribute MCSTOPPP materials and provide guidance on how to comply with the local stormwater ordinance. The County also provided storm drain markers, assistance, and directions to students. The students applied the markers, which bear a "no dumping, drains to creek" message, to storm drains in their neighborhoods. County staff inspected storm drains in areas of Tam Valley and Strawberry and added or replaced storm drain markers as needed. In addition, a news release was provided by the Marin County Hazardous & Solid Waste Management Joint Powers Authority (JPA), City of San Rafael Fire Department, and the Marin County Fire Department promoting a free recycling and disposal of Household Hazardous Waste (HHW) day (Toxic Away Day!) for Marin County residents.

#### **PRIORITIES FOR 2013-2014**

The 2013-2014 priorities identified by the County of Marin are listed below. Additional 2013-2014 priorities for MCSTOPPP and each local stormwater pollution prevention program will focus on optimizing the programs to effectively and efficiently meet the Year 1 requirements of the second term Phase II Permit.

- 2013-2014 Staff Training: Identify staff who should attend MCSTOPPP's planned construction site management training and planned MCSTOPPP workshops on the new post-construction stormwater management program requirements in Provision E.12 of the second term Phase II permit. County stormwater staff will also attend MCSTOPPP's monthly meetings.
- Street and Storm Drain Maintenance and Outfall Monitoring: Assist MCSTOPPP with the outfall assessment and dry weather outfall water quality monitoring project.
- Municipal Use of Pesticides: Marin County Parks will:
  - Continue monitoring pesticide use, implementing BMPs, and applying reduced risk pesticides, where possible. Implement mechanical removal procedures and organic products when proven effective.

- Continue providing outreach to other agencies and advancing the use of IPM practices and ecological resource protection.
- Implement the site-specific plans for the McInnis Golf Center and the County-owned Gness Field Airport.
- Potentially increase staff to expand IPM monitoring and field work.
- Continue conducting research that will lead to sustainable IPM practices and informed decision making.
- Creek Cleaning, Maintenance, and Enhancement: Continue implementing the creek maintenance program.
- New and Redevelopment Projects (Post-Construction): Continue implementing Attachment 4 of the first term Phase II permit. Provide input to MCSTOPPP on manuals and other work products that will be developed to assist with second term Phase II permit compliance.
- Construction: Continue improving the effectiveness of construction site BMPs through contractor and staff education and, when necessary, through enforcement.
- Public Involvement and Participation: Provide input to MCSTOPPP on the new Public Outreach Strategy that will be developed under the second term Phase II Permit.

## Stormwater Pollution Prevention in the **Town of Fairfax**

### BACKGROUND

Fairfax has a population of approximately 7,534 (2012 estimate) and encompasses approximately 1,400 acres. It is named for Lord Charles Snowden Fairfax, tenth Baron of Cameron, Scotland. The British Crown granted Lord Fairfax land which is now Virginia. Fairfax came to California with gold fever and was elected a Marin County Supervisor in 1865.

Fairfax tracts were subdivided in the 1900s through the 1920s, in reach of a commute to San Francisco via electric train and ferry. Construction of Alpine Dam in 1917 brought an influx of Italian immigrants. The Town was a location for silent films. It was incorporated in 1931.

Fairfax occupies the uppermost reach of the Ross Valley, and its residential neighborhoods extend into the surrounding hills.

Fairfax Creek and other tributaries to San Anselmo Creek flow through the town. Most drainage is natural creek channels and culverts.

Most building permits are for residential remodels. There are occasional small infill projects subject to discretionary review.



Fairfax is at the upper end of the Ross Valley

### STORMWATER POLLUTION PREVENTION PROGRAM ORGANIZATION

Fairfax's Stormwater Staff	
Activity	Responsible Person(s)
Stormwater Coordinator Municipal Maintenance Capital Improvement Projects/Drainage Illicit Discharge Detection and Elimination/Outfall Monitoring Construction Inspection	Mark Lockaby Public Works Manager 415-458-2370 mlockaby@townoffairfax.org
Planning Dept. Contact Development Approvals	Jim Moore, Planning Director/Planning
Commercial/Industrial Inspections/Outreach	Ross Valley Fire Marshal
Public Information and Participation	Maria Baird, Community Resources Coordinator

Fairfax's Stormwater Pollution Prevention Program is managed by Public Works Manager Mark Lockaby. All public works engineering, including FEMA-funded work, is done under contract. The Town contracts with Marin Sanitary Service to sweep downtown areas weekly and residential neighborhoods monthly. Drainage flow rates for new residences must not exceed pre-project rates; this usually requires

that some type of detention be installed on-site. Grading is prohibited from October 1 through April 31 unless an engineered erosion control plan is approved by the Town Engineer.

City stormwater staff and their respective responsibilities are listed in the table above.

### **FEATURED ACCOMPLISHMENTS IN 2012-2013**

The Town of Fairfax accomplished several stormwater pollution prevention program goals during the reporting period that are highlighted below. Overall implementation of the Town's stormwater program is detailed in the MCSTOPPP Annual Report.

- **2012-2013 Staff Training:** One staff person attended a training offered by MCSTOPPP on June 6, 2013, regarding completion of the second term Phase II Permit Notice of Intent.
- **Creek Cleaning, Maintenance, and Enhancement:** Town staff responded to requests to remove items from the creeks.
- **Creek/Beach Cleanups, Trash Abatement, and Other Coordination with Local Volunteers:** The Town coordinated creek cleanup with Fairfax Volunteers.
- **Road Repair and Maintenance:** The Town worked to get all of its paving equipment in good working condition so that smaller paving projects can be completed in-house.
- **Development Policy:** Fairfax updated its General Plan with several components to prioritize water quality issues.

### **PRIORITIES FOR 2013-2014**

The 2013-2014 priorities identified by the Town of Fairfax are listed below. Additional 2013-2014 priorities for MCSTOPPP and each local stormwater pollution prevention program will focus on optimizing the programs to effectively and efficiently meet the Year 1 requirements of the second term Phase II Permit.

- **Street and Storm Drain Maintenance and Outfall Monitoring:** Work with the County to begin conducting dry weather outfall assessments, mapping, and dry weather flow water quality testing.
- **Municipal Use of Pesticides:** Continue the ban on the use of pesticides.
- **Creek Cleaning, Maintenance, and Enhancement:** Support County-funded work by the North Bay Conservation Corps for the maintenance of creeks in the Town.
- **Creek/Beach Cleanups, Trash Abatement, and Other Coordination with Local Volunteers:** Continue working with volunteers to remove trash from the creeks.
- **Illicit Discharge and Creek Violation Complaint Response:** Continue to make responses to illicit discharges and creek violations a priority.
- **New and Redevelopment Projects (Post-Construction):** Send staff to MCSTOPPP kick-off meeting on updating the existing MCSTOPPP Guidance for Applicants (Low Impact Development Manual) and on the new requirements in Provision E.12, Post Construction Stormwater Management.
- **Construction:** Continue to discourage wintertime grading. Continue to require stormwater pollution prevention plans where any excavation is planned.

## Stormwater Pollution Prevention in the **City of Larkspur**

### BACKGROUND

Incorporated in 1908, Larkspur has approximately 12,099 residents (2012 estimate) and covers 3.3 square miles near the confluence of Corte Madera Creek with San Pablo Bay. There are some hilly neighborhoods, but much of the City is low-lying.

The City is bisected by US 101. To the east, the Larkspur Landing area includes a ferry terminal with service to San Francisco and a shopping center. The City's downtown and Madrone Canyon residential area are west of the highway.

Larkspur was laid out as a bedroom community in 1887 by developer O.W. Wright, who mistook the lupine growing on local hillsides for larkspur. The City's downtown includes classic commercial architecture from the 1890s to the 1930s and is listed on the National Register of Historic Places.



Larkspur lies at the mouth of Corte Madera Creek.

### STORMWATER POLLUTION PREVENTION PROGRAM ORGANIZATION

Larkspur's Stormwater Staff	
Activity	Responsible Person(s)
Stormwater Coordinator Commercial/Industrial Inspections/Outreach	Mike Myers, Superintendent of Public Works 415-927-5017 <a href="mailto:mmyers@larkspurcityhall.org">mmyers@larkspurcityhall.org</a>  Scott Metcho, GIS Tech./DPW <a href="mailto:smetcho@cityoflarkspur.org">smetcho@cityoflarkspur.org</a>
Municipal Maintenance	Mike Myers Steve Pappas, Field Supervisor
Capital Improvement Projects/Drainage Construction Inspection	Mary Grace Houlihan, Public Works Director/City Engineer
Illicit Discharge Detection and Elimination/Outfall Monitoring	Mike Myers Scott Metcho Steve Pappas
Planning Dept. Contact Development Approvals	Neal Toft, Planner
Public Information and Participation	Mike Myers Scott Metcho Nathalie Bamatter, Permit Tech.

Larkspur's Stormwater Pollution Prevention Program is coordinated by Mike Myers, Superintendent of Public Works, who also manages and performs maintenance of city infrastructure and facilities. City stormwater staff and their respective responsibilities are listed in the table to the left.

Street sweeping is contracted for once per month from February through September and twice per month in winter. The main streets and industrial areas are swept weekly. The same contractor performs catch basin box culvert cleaning. The City also performs storm drain inspections.

City Engineer Mary Grace Houlihan responds to problems with erosion and sedimentation control or construction-related pollution incidents. Nathalie Bamatter hands out construction-phase BMP materials with building permits.

### **FEATURED ACCOMPLISHMENTS IN 2012-2013**

The City of Larkspur accomplished several stormwater pollution prevention program goals during the reporting period that are highlighted below. Overall implementation of the City's stormwater program is detailed in the MCSTOPPP Annual Report.

- **Street and Storm Drain Maintenance and Outfall Monitoring:** The City started using a Geographical Information System (GIS) for tracking outfall maintenance. By moving from paper to digital format, the City will more efficiently manage its assets.
- **Creek Cleaning, Maintenance, and Enhancement:** Larkspur followed BMPs and removed trash in public areas of Larkspur Creek and the north side Corte Madera Creek. In addition, the City maintained vegetation by pulling non-native vegetation and carefully maintaining and protecting native vegetation.
- **Business Inspections and Outreach Activities:** The City inspected a variety of restaurants in Larkspur to ensure grease traps were used. In addition, outdoor storage areas and outdoor washing areas were inspected to ensure that stormwater pollution prevention BMPs are in place. All businesses were in compliance with our Standard Facility Inspection Report Form. Larkspur also conducted mailings to businesses with self-inspection forms and a cover letter informing them of the importance of minimizing stormwater pollution.

### **PRIORITIES FOR 2013-2014**

The 2013-2014 priorities identified by the City of Larkspur are listed below. Additional 2013-2014 priorities for MCSTOPPP and each local stormwater pollution prevention program will focus on optimizing the programs to effectively and efficiently meet the Year 1 requirements of the second term Phase II Permit.

- **2013-2014 Staff Training:** One staff member will seek Certified Professional in Erosion and Sediment Control (CPESC) status.
- **Street and Storm Drain Maintenance and Outfall Monitoring:** Continue field verification of stormwater drainage pipes and establish a Stormwater Master Plan for the City.
- **Creek Cleaning, Maintenance, and Enhancement:** Hire contract labor for cleaning along Remillard Park and the waterfront.
- **Illicit Discharge and Creek Violation Complaint Response:** Continue to make responses to illicit discharges and creek violations a priority.
- **Public Involvement and Participation:** Rejuvenate stormwater pollution prevention storm drain marking throughout the City.

# Stormwater Pollution Prevention in the **City of Mill Valley**

## BACKGROUND

Mill Valley has a population of approximately 14,159 (2012 estimate) and covers an area of approximately five square miles. Located at the foot of Mount Tamalpais, the City has an active and charming downtown commercial district amidst quiet tree-lined neighborhoods.

Mill Valley is traversed by Old Mill Creek, Reed Creek, Arroyo Corte Madera Del Presidio Creek, Warner Creek, and Sutton Manor Creek. Small numbers of Steelhead trout inhabit the Arroyo Corte Madera del Presidio and Old Mill Creek.

Most of the City’s remaining buildable lots are on steep slopes with difficult access. The City’s review requires extensive mitigation of drainage and other environmental considerations.



Mill Valley extends from Richardson Bay to Mt. Tamalpais.

## STORMWATER POLLUTION PREVENTION PROGRAM ORGANIZATION

Mill Valley’s Stormwater Staff	
Activity	Responsible Person(s)
Stormwater Coordinator	Jill Barnes, Public Works Director/City Engineer 415-388-4033 <a href="mailto:jbarnes@cityofmillvalley.org">jbarnes@cityofmillvalley.org</a>
Municipal Maintenance	Robert Zadnik, Public Works Supervisor
Capital Improvement Projects/Drainage	Bianca Gomez, Associate Engineer
Illicit Discharge Detection and Elimination/Outfall Monitoring	Denise Andrews, Operations Manager
Construction Inspection	Julie McClure, Engineering Technician Kirk Lindgren, Senior Building Inspector Tony Martinez, Building Inspector
Planning Dept. Contact	Mike Moore, Planning Director
Development Approvals	Tim McSorley/ Cecilia Zamora
Commercial/Industrial Inspections/Outreach Public Information and Participation	Julie McClure

The Stormwater Pollution Prevention Program, in the DPW, is funded by an annual parcel fee. City stormwater staff and their respective responsibilities are listed in the table to the left.

The City’s Engineer and Engineering Technician, along with the Police and Fire Departments, have authority to issue administrative citations to enforce City ordinances, including creek protection measures and the stormwater pollution prevention ordinance.

A pre-construction meeting is held for every project subject to design review. Pollution prevention and

erosion and sediment control BMPs specific to a project are discussed at this meeting.

Each fall the Engineering Technician visits all construction sites requiring erosion and sediment control, to confirm that materials are on site and ready for use and that appropriate measures are in place before the winter storm season.

## **FEATURED ACCOMPLISHMENTS IN 2012-2013**

The City of Mill Valley accomplished several stormwater pollution prevention program goals during the reporting period that are highlighted below. Overall implementation of the City's stormwater program is detailed in the MCSTOPPP Annual Report.

- **2012-2013 Staff Training:** Annual training was conducted regarding safe use of and spill containment of pesticides. Staff were also trained on the effects and ways to handle potential drift when applying pesticides. Between one and three staff members attended each training session, for a total of nine staff receiving training in 2012-2013.
- **Street and Storm Drain Maintenance and Outfall Monitoring:** The City repaired storm pipes various locations and surveyed the "drains to bay" medallions and created a database. In addition, the City began using soy-based material for emulsion.
- **Creek Cleaning, Maintenance, and Enhancement:** The City coordinated with the CCNB to clean 79 cubic yards of non-native vegetation and remove trash from Arroyo Corte Madera del Presidio, Ryan, and Sutton Manor creeks. CCNB field crews receive training on how to protect, enhance and restore creek habitats during routine creek maintenance activities.
- **Corporation Yards:** The City improved a drain line in the corporation yard to connect to the SASM plant instead of draining to the bay. In addition, it used a soy-based degreaser for cleaning equipment.
- **Road Repair and Maintenance:** The City is using a soy-based emulsion for potholing and trench restoration and experimenting with "greener" products for cold patching.
- **Capital Projects:** The City began the Boyle Park creek restoration project and repaired numerous City-maintained deteriorated storm pipes.
- **Illicit Discharge and Creek Violation Complaint Response:** The City shared relevant stormwater brochures with new restaurants and emphasized at Capital Improvement Project pre-construction meetings that only clean stormwater may be discharged to the City's gutters and storm drains. **Business Inspections and Outreach Activities:** The City educated new restaurant business owners and distributed non-toxic pest management brochures to a local nursery.
- **Public Involvement and Participation:** Four elementary school classes and one Boy Scout Troop toured Public Works and were educated about stormwater and sewers. In addition, the City held its Annual Mill Valley Beautification Day and Wetland Days at SASM.

## **PRIORITIES FOR 2013-2014**

The 2013-2014 priorities identified by the City of Mill Valley are listed below. Additional 2013-2014 priorities for MCSTOPPP and each local stormwater pollution prevention program will focus on optimizing the programs to effectively and efficiently meet the Year 1 requirements of the second term Phase II Permit.



- 2013-2014 Staff Training: Train new staff regarding the second term Phase II Permit requirements. In addition, Maintenance Shop and Public Works crew plan to attend Stormwater training courses next year.
- Street and Storm Drain Maintenance and Outfall Monitoring: Complete database for outfalls and storm drains. Find high-quality, green-based product for cold patch asphalt.
- Municipal Use of Pesticides: Continue policy of only using pesticides as a last resort.
- Creek Cleaning, Maintenance, and Enhancement: Conduct a large cleaning project in the open concrete channel on Miller Avenue to include use of a fossil filter to remove pollutants. Complete Boyle Park creek restoration project.
- Litter Control: Initiate a program to increase the public's awareness of the problem of cigarette butt litter. Increase litter pickup in the city lot on Miller Avenue behind Balboa Café.
- Capital Projects: Complete Bayfront Pier project and improve outdoor storage containers in the corporation yard.
- Illicit Discharge and Creek Violation Complaint Response: Work with new staff on current illicit discharge and/or creek violations response policies. Complete storm drain and outfall database.
- Development Policy: Complete adoption of new General Plan. Continue to promote our Green Building code which includes practices that promote energy and water efficiency which reduces runoff into our storm drains.
- New and Redevelopment Projects (Post-Construction): Train new staff regarding the second term Phase II Permit requirements.
- Construction: Continue to consider more modern methods of drainage treatment rather than piping water directly to the city storm system. Educate the contractors regarding their responsibility to maintain erosion and sediment control all year, not just during the rainy season.
- Business Inspections and Outreach Activities: Add more stormwater brochures at the Chamber of Commerce. Continue to educate new businesses about Best Management Practices
- Public Involvement and Participation: Continue outreach to school children. Increase distribution of MCSTOPPP brochures to local nurseries and restaurants.

# Stormwater Pollution Prevention in the **City of Novato**

## BACKGROUND

Novato covers 28 square miles and has a population of nearly 53,301 (2012 estimate). Elevations vary from Mt. Burdell at 1,558 feet to 18 feet in the City’s downtown. Rainfall averages approximately 27.5 inches per year. Novato has a rural atmosphere largely because of its low population density and the high amount of open space and parks. Commercial areas host a mix of corporate headquarters, state-of-the art technology companies, and retail centers.

Novato’s creeks include Novato Creek, Rush Creek and Pacheco Creek. Novato Creek flows from west to east and encompasses a drainage basin of approximately 44 square miles. Numerous streams flow into Novato Creek, including Warner, Arroyo Avichi and Arroyo San Jose creeks. Rush Creek flows eastward from Highway 101 to the Petaluma River north of the City limits.



Novato is Marin County’s northernmost city.

Stafford Lake, a reservoir and headwater for Novato Creek, is approximately 11 miles upstream from San Pablo Bay. The reservoir, which was established in 1951, stores water for domestic use and reduces flooding along Novato Creek. San Pablo Bay borders the eastern edge of Novato and the shoreline extends for approximately seven miles. The Petaluma River and its marshlands border the north-east boundaries of Novato, where the river empties into San Pablo Bay.

## STORMWATER POLLUTION PREVENTION PROGRAM ORGANIZATION

Novato’s Stormwater Staff	
Activity	Responsible Person(s)
Stormwater Coordinator Development Approvals Commercial/Industrial Inspections/Outreach Public Information and Participation	Andrew Poster, Director of Public Works/City Engineer 415-899-8963 aposter@novato.org
Municipal Maintenance	Gloria Morgan, Public Works Admin Clerk Dave Meyers, Maintenance Superintendent
Capital Improvement Projects/Drainage Construction Inspection	Julian Skinner, Senior Civil Engineer
Illicit Discharge Detection and Elimination/Outfall Monitoring	Joe Stene, Street Supervisor
Planning Dept. Contact	Alan Lazure, Principal Planner Elizabeth Dunn, Planning Manager

City stormwater staff and their respective responsibilities are listed in the table to the left.

The City’s stormwater program, including all MCSTOPPP activities, is funded by property tax revenues. Review and approval of private development projects for stormwater compliance is funded through permit fees and is coordinated among Planning and Engineering staff.

### **FEATURED ACCOMPLISHMENTS IN 2012-2013**

The City of Novato accomplished several stormwater pollution prevention program goals during the reporting period that are highlighted below. Overall implementation of the City's stormwater program is detailed in the MCSTOPPP Annual Report.

- **2012-2013 Staff Training:** Four staff received Certified Stormwater Inspector training. As needed, tailgate meetings were held with street crew (4-5 attending, on average) to review the scope of work and safety issues prior to work commencement.
- **Street and Storm Drain Maintenance and Outfall Monitoring:** The City completed inspection of all outfalls in the 14 creeks of Novato.
- **Municipal Use of Pesticides:** All applicators are State Certified and attend qualified classes and training to keep their licenses current.
- **Creek Cleaning, Maintenance, and Enhancement:** The City coordinated with the Conservation Corp North Bay to pick up trash and manage vegetation.
- **Creek/Beach Cleanups, Trash Abatement, and Other Coordination with Local Volunteers:** Conservation Corp picked up approximately 5 cubic yards of trash and furniture in Pacheco Creek.
- **New and Redevelopment Projects (Post-Construction):** MCSTOPPP's *Guidance for Applicants: Stormwater Quality Manual for Development Projects in Marin County, a Low Impact Development Approach* is provided, by reference to the website, to project applicants beginning as early as the Technical Advisory Committee Meetings and when applicants first submit proposed design plans.
- **Public Involvement and Participation:** The City provided access to brochures and literature at the main office.

### **PRIORITIES FOR 2013-2014**

The 2013-2014 priorities identified by the City of Novato are listed below. Additional 2013-2014 priorities for MCSTOPPP and each local stormwater pollution prevention program will focus on optimizing the programs to effectively and efficiently meet the Year 1 requirements of the second term Phase II Permit.

- **2013-2014 Staff Training:** Continue to train engineering, planning, and maintenance staff in workshops/training to enhance the knowledge of staff and to ensure that the City is utilizing the most applicable procedures to protecting water quality and to comply with the second term Phase II Permit.
- **Street and Storm Drain Maintenance and Outfall Monitoring:** Complete inspection of all outfalls with limited personnel.
- **Creek/Beach Cleanups, Trash Abatement, and Other Coordination with Local Volunteers:** Coordinate with CCNB to clean 14 creeks, spill ways, retention ponds,

basins, and seasonal ditches that are described in the Fish and Wildlife Permit (26 locations).

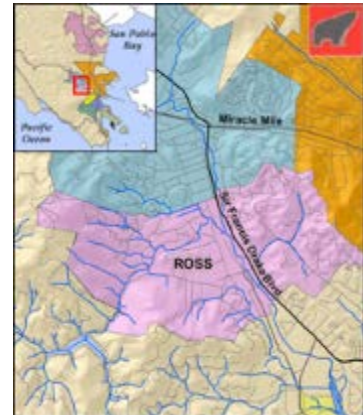
- Illicit Discharge and Creek Violation Complaint Response: Respond to all complaints and follow up according to existing stormwater permit requirements and City of Novato Code (Urban Runoff Pollution Prevention).

## Stormwater Pollution Prevention in the **Town of Ross**

### BACKGROUND

The Town of Ross is the second-smallest Marin community, with 1.6 square miles and slightly more than 800 residential parcels. The Town has 2,415 residents (2010 Census). Land use is primarily residential with a small commercial area, public grade school and private high school, residential care center for adults with developmental disabilities, and open space. New development in the town is primarily residential; there is little new development and few vacant, developable parcels.

The Town has mainly open watercourses draining to Corte Madera and Ross Creek, particularly in the upper reaches of the watershed. Some reaches are channelized and in culverts. The endangered Central California Coast steelhead inhabits Ross Creek.



Ross occupies 1.6 square miles in the heart of Marin's city-centered corridor.

### STORMWATER POLLUTION PREVENTION PROGRAM ORGANIZATION

Ross's Stormwater Staff	
Activity	Responsible Person(s)
Stormwater Coordinator Municipal Maintenance Illicit Discharge Detection and Elimination/Outfall Monitoring	Robert Maccario, Superintendent of Public Works 415-453-1453 ext. 163 RMaccario@townofross.org
Capital Improvement Projects/Drainage Commercial/Industrial Inspections/Outreach	Rob Braulik, Town Manager
Construction Inspection	Ross Building Services, Contract Building Inspector
Planning Dept. Contact Development Approvals	Elise Semonian, Senior Planner
Public Information and Participation	Rob Braulik Robert Maccario

Ross's stormwater program is funded through the general fund. Special drainage projects are funded by a drainage fee of 1% of the project valuation on building permits. The program is a combined effort among the Town's building, public works, and planning departments.

The Town does not have an integrated pest management ordinance; however, Public Works Superintendent Robert Maccario

has over 30 years of experience as a licensed landscape contractor, maintains a pesticide applicator certificate, and is a member of the International Society of Arboriculture, a Sonoma/Marin Qualified Water Efficient Landscaper and a certified water auditor. The Town General Plan calls for adoption of an integrated pest management ordinance. The Town does not use pesticides.

The Town has mapped its storm drains and outfalls on GIS and is currently improving this system. The public works superintendent and his assistant know the location of all outfalls, connecting drainage and where they originate. They inspect and clean ditches and catch basins during all rain events.

Town stormwater staff and their respective responsibilities are listed in the table above.

## FEATURED ACCOMPLISHMENTS IN 2012-2013

The Town of Ross accomplished several stormwater pollution prevention program goals during the reporting period that are highlighted below. Overall implementation of the Town's stormwater program is detailed in the MCSTOPPP Annual Report.

- **2012-2013 Staff Training:** Staff attended a training regarding the Department of Pesticide Regulation's Laws and Regulations and Integrated Pest Management (IPM), as well as a seminar on carbon sequestration. In addition, staff attended MCSTOPPP meetings to remain informed regarding the second term Phase II Permit requirements.
- **Street and Storm Drain Maintenance and Outfall Monitoring:** Staff has worked to keep the weekly street sweeping in our budget during difficult economic times. Staff drives all streets continually during rain events cleaning catch basins and storm drains.
- **Creek Cleaning, Maintenance, and Enhancement:** The Town used the Marin Project Coordination process for its projects and promoted it to architects, contractors and citizens with construction projects near waterways. The Town maintains the sections of creeks it owns and requires residents to maintain creeks and waterways passing over or under private property. In addition, Ross has an annual tree-planting budget and worked to restore its street tree canopy as older trees are removed because of age, Sudden Oak Death, and Dutch Elm disease. Town staff cleans most of the storm drains, catch basins, culverts and open ditches by hand.
- **Creek/Beach Cleanups, Trash Abatement, and Other Coordination with Local Volunteers:** Staff initiated a program with the Ross School, a K-8 school in Ross to educate students about cleanup of creeks/beaches and watershed, storm drains and protection of creeks and wetlands.
- **Corporation Yards:** The Town kept the dumpster area clean by hand sweeping instead of washing down the area, and debris boxes were covered with a tarp to keep birds from removing the litter and scattering it.
- **Road Repair and Maintenance:** The Town worked closely with contractors to ensure they use proper BMPs. Contractors manually sweep or use a street sweeper to clean off the project areas instead of using a power blower. A culvert on Morrison Road was slip-lined using an expanding PVC liner, instead of digging it up to replace it. The pipe will carry more water than before because of less friction loss, and the Town did not have to dig up the roadway.
- **Development Policy:** The Town completed work on update of Construction completion ordinance (CPO) and the new Encroachment Permit Ordinance (EPO).
- **Business Inspections and Outreach Activities:** The Ross Valley Fire Department (RVFD) completes business inspections as part of annual fire inspection process. The Town is primarily residential and has very few businesses. The Town sends BMP information to all residents and the limited business community each year via email.

- **Public Involvement and Participation:** The Town continued to use Town email distribution list to provide BMP information to the community on a regular basis. An email is sent prior to the rainy season. The Town continually worked with contractors and others to keep them informed about BMPs. The Town also provides Council and public updates about the stormwater program and new practices and procedures.

#### **PRIORITIES FOR 2013-2014**

The 2013-2014 priorities identified by the Town of Ross are listed below. Additional 2013-2014 priorities for MCSTOPPP and each local stormwater pollution prevention program will focus on optimizing the programs to effectively and efficiently meet the Year 1 requirements of the second term Phase II Permit.

- **2013-2014 Staff Training:** Train staff on IPM program implementation.
- **Street and Storm Drain Maintenance and Outfall Monitoring:** Continue to keep the Council and citizens informed on the importance of weekly street sweeping to ensure annual funding. Continue rain event drainage cleaning. This entails cleaning catch basins before the anticipated winter rainy season.
- **Municipal Use of Pesticides:** Adopt IPM Ordinance or Policy.
- **Creek Cleaning, Maintenance, and Enhancement:** Continue using Marin Project Coordination process for Town projects and promoting it to citizens. Conduct voluntary riparian corridor improvements and native tree planting along Corte Madera creek next to Town Hall.
- **Creek/Beach Cleanups, Trash Abatement, and Other Coordination with Local Volunteers:** Continue working with Ross school science teachers in their creek science programs and teaching local kids about the importance of creeks.
- **Capital Projects:** Complete sheetpile wall project to stabilize parking lot area behind Town Hall next to Corte Madera Creek and design of Winship Bridge replacement. Subject to Caltrans approval, implement maintenance improvements on four bridges.
- **Illicit Discharge and Creek Violation Complaint Response:** Continue to enforce BMP programs and practices with contractors and others to ensure there are no illicit discharges.
- **Development Policy:** Develop and adopt Encroachment Permit Ordinance. Improve follow-up process to ensure homeowners make all necessary stormwater runoff improvements in response to comments noted by the Superintendent of Public Works on resale inspection reports.
- **New and Redevelopment Projects (Post-Construction):** Continue to have staff from all departments involved in the building projects and resale inspections.
- **Construction:** Continue weekly staff coordination meetings regarding all open projects in planning and construction phases.

- Public Involvement and Participation: Continue existing program and work with MCCSTOPPP staff and other agencies to explore additional methods to provide outreach to the public.



# Stormwater Pollution Prevention in the **Town of San Anselmo**

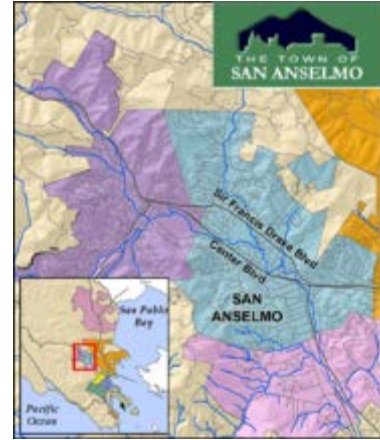
## BACKGROUND

San Anselmo has approximately 12,491 residents (2012 estimate) and encompasses approximately 2.7 square miles. Its name came from the Punta de Quintin land grant, which marked this valley as the Canada del Anselmo, or Valley of Anselm, referring to an Indian who was buried in the area.

San Anselmo was incorporated in 1907, around the same time Marin’s electric train system extended to the area. It was a silent film capital in the early 1900s. Commuters could take the train to Sausalito and then the ferry to San Francisco in about an hour. The system was closed following construction of the Golden Gate Bridge.

Drainages to the east, west, and north converge in and around the Town’s low-lying downtown area. Most creek reaches are privately owned. Steelhead salmon can sometimes be seen in urbanized San Anselmo Creek. San Anselmo experienced serious flood damages in 1925, 1940, 1963, 1982, and most recently on New Year’s Eve 2005. In addition to downtown, San Anselmo includes the Red Hill Shopping Center and various small businesses along Sir Frances Drake Boulevard.

There is little developable area in the Town; however, development of subdivisions in remaining hillside areas poses concerns about erosion control and contribution to flooding.



San Anselmo is centered on the confluence of several creeks.

## STORMWATER POLLUTION PREVENTION PROGRAM ORGANIZATION

San Anselmo’s Stormwater Staff	
Activity	Responsible Person(s)
Stormwater Coordinator Capital Improvement Projects/Drainage Construction Inspection Development Approvals Public Information and Participation	Sean Condry, Public Works Director 415-258-4676 scondry@townofsananselmo.org
Municipal Maintenance	Dave Craig, Public Works Road and Storm Drain System Supervisor
Illicit Discharge Detection and Elimination/Outfall Monitoring	Dave Craig / Eric Robbe, System Supervisor / Building Inspector
Planning Dept. Contact	Phil Boyle, Senior Planner
Commercial/Industrial Inspections/Outreach	Robert Bastianon, Fire Inspector, RVFD

The Public Works Department works closely with MCSTOPPP to administer the Stormwater Program. The funding for this program is 100% supported by the Town’s general fund. The Town has no stormwater fee.

The Town conducts and funds the street sweeping program. Streets are cleaned at twice per month during the winter and once per month during the rest of the year.

The Town works closely with the Ross Valley Fire Department (RVFD)

to ensure the Town's 200 businesses remain in compliance with stormwater program requirements. Stormwater violations noted by the RVFD are referred to Town staff.

City stormwater staff and their respective responsibilities are listed in the table to the left.

### **FEATURED ACCOMPLISHMENTS IN 2012-2013**

The Town of San Anselmo accomplished several stormwater pollution prevention program goals during the reporting period that are highlighted below. Overall implementation of the Town's stormwater program is detailed in the MCSTOPPP Annual Report.

- **2012-2013 Staff Training:** One staff member attended Stormwater Inspection Certification training. In addition, staff attended MCSTOPPP meetings.
- **Creek Cleaning, Maintenance, and Enhancement:** Staff worked with County on implementing vegetation maintenance in Fall 2012. Staff conducted a stream survey in spring 2013 and wrote a report documenting maintenance needs. This work will be conducted by Conservation Corps North Bay in Fall 2013. The Town completed stream bank restoration at Lansdale Fish Passage Project. In addition, the Town received a grant for the Memorial Park Flood Detention Basin that includes many hydrologic benefits: water quality, water quantity, daylighting, and restoration of Sorich Creek.
- **Corporation Yards:** DPW Corp Yard staff maintained BMPs and recommended further stormwater improvements, especially the installation of a concrete pad below the green waste pile.
- **Road Repair and Maintenance:** Numerous road repair projects used FDR, or Full Depth Reclamation, which reuses material transport and waste from traditional off-haul and import methods.
- **Development Policy:** Public Works staff drafted a net-zero impervious surface ordinance, to follow the existing policy, which will be presented to the Town Council for adoption in the near future. In addition, the Flood Committee approved an ordinance stating that all single-family residences that add new impermeable areas are required to offset this with bioretention, detention, or other means to have no new increase in net runoff from the property due to construction. Any new homes must also include measures to have no increase in runoff from the property. The final step for implementation will be approval by the Town Council.
- **Public Involvement and Participation:** Numerous articles in the Town Manager's newsletter addressed creek care, including articles about storm preparedness, leaves in the street, and pesticide use to control weeds.

### **PRIORITIES FOR 2013-2014**

The 2013-2014 priorities identified by the Town of San Anselmo are listed below. Additional 2013-2014 priorities for MCSTOPPP and each local stormwater pollution prevention program

will focus on optimizing the programs to effectively and efficiently meet the Year 1 requirements of the second term Phase II Permit.

- 2013-2014 Staff Training: Attend MCSTOPPP trainings on implementing new permit requirements.
- Street and Storm Drain Maintenance and Outfall Monitoring: Modify program to accommodate requirements of second term Phase II Permit. Expand creek maintenance to include sediment removal.
- Creek Cleaning, Maintenance, and Enhancement: Continue to implement existing programs and pursue Memorial Park Detention Basin with associated environmental benefits.
- Capital Projects: Install concrete pad for green waste at corporation yard.
- Development Policy: Formally adopt the net-zero stormwater runoff ordinance.
- Public Involvement and Participation: Increase DPW presence at community events such as by setting up a booth at Country Fair Day and Creekside “Q” Town Barbecue benefit.

# Stormwater Pollution Prevention in the **City of San Rafael**

## BACKGROUND

With 58,502 residents (2012 estimate), the City of San Rafael is Marin County’s commercial center and most populous municipality. The City occupies 17 square miles of land and 5 square miles of water and wetlands. Much of the former wetlands have been filled and developed; remaining portions are home to the endangered salt marsh harvest mouse. There are riparian areas along San Rafael, Mahon, Gallinas, and Miller Creeks. China Camp State Park and McNear’s Beach State Park are adjacent to the City.



The City of San Rafael is Marin County’s most populous municipality.

## STORMWATER POLLUTION PREVENTION PROGRAM ORGANIZATION

San Rafael’s Stormwater Staff	
Activity	Responsible Person(s)
Stormwater Coordinator Construction Inspection	Diane Decicio, Senior Associate Engineer 415-485-3360 Diane.Decicio@cityofsanrafael.org
Municipal Maintenance Illicit Discharge Detection and Elimination/Outfall Monitoring	Jim Forsythe, Street Maintenance Superintendent
Capital Improvement Projects/Drainage	Kevin McGowan, Assistant Director of Public Works/City Engineer
Planning Dept. Contact	Raffi Boloyan, Senior Planner
Development Approvals	Nader Mansourian, Public Works Director
Commercial/Industrial Inspections/Outreach	Robert Cole, Central Marin Sanitation Agency
Public Information and Participation	Carla Koop, Volunteer Program Assistant

San Rafael’s stormwater program is now coordinated by a team of the DPW staff: Diane Decicio, Lead Stormwater Coordinator, Jim Forsythe, Street Maintenance Superintendent, Kevin McGowan, Assistant Public Works Director/City Engineer and Nader Mansourian, Director of Public Works. San Rafael’s Engineering Division continues to assume plan review responsibility. Public Works Street Maintenance Superintendent Jim Forsythe leads the City’s efforts to eliminate illicit discharges, to maintain the City’s extensive storm

drain system, control litter, maintain the Corporation Yard, and sweep streets. Business inspection and outreach is conducted primarily by the Central Marin Sanitation Agency under a cooperative agreement. County Environmental Health conducts stormwater business inspections at restaurants and Marin County CUPA inspectors will refer all potential storm drain or runoff concerns to Jim Forsythe.

City stormwater staff and their respective responsibilities are listed in the table to the left.

A user fee, collected through property tax bills, funds the program.

## FEATURED ACCOMPLISHMENTS IN 2012-2013

The City of San Rafael accomplished several stormwater pollution prevention program goals during the reporting period that are highlighted below. Overall implementation of the City's stormwater program is detailed in the MCSTOPPP Annual Report.



- **2012-2013 Staff Training:** Staff attended a CPESC Exam Review session covering check dams, hydroseeding, erosion and sediment control, and runoff calculations. In addition, five staff attended a special MCSTOPPP meeting in San Rafael on all of the second term Phase II Permit requirements. Stormwater staff also attended MCSTOPPP Agency Staff Committee meetings regularly.
- **Creek Cleaning, Maintenance, and Enhancement and Creek/Beach Cleanups, Trash Abatement, and Other Coordination with Local Volunteers:** The City removed trash and invasive species (e.g., broom, acacia, fennel, sweet pea) from Mahon Creek and removed trash from Gallinas Creek. The City partnered with Gallinas Creek Watershed, MCSTOPPP, County Parks and others to remove invasive species and litter for Earth Day, Cesar Chavez Day, Coastal Cleanup Day, Make a Difference Day, and others. Each event involved coordination of dozens of volunteers. Overall, a few hundred volunteers participated in these and other Parks volunteer days in 2012-2013.
- **Litter Control:** The City collaborated with San Rafael Clean Coalition to install a public art/education sculpture downtown, the Cigarette Eater Meter, which was designed to raise awareness about the hazards and persistence of cigarette butt litter. This sculpture also functions as a receptacle for cigarette butts. The City distributed a press release about its efforts to abate cigarette litter and the unveiling of the Cigarette Eater Meter and garnered press coverage by the Marin Independent Journal, Pacific Sun, San Rafael News Pointer, and KTVU. MCSTOPPP provided funding for the project as well.
- **Public Involvement and Participation:** The City of San Rafael partners with Green Sangha, local schools, MCSTOPPP, Center for Volunteer and Non-Profit Leadership, Business Improvement District, Chamber of Commerce, Rotary Clubs, County Parks, Boy Scouts, Gallinas Watershed Council, local churches, various homeowners associations and many others throughout the year. The Marin Master Gardeners (MMG) maintain a Beneficial Habitat Garden at the City's Falkirk Cultural Center, with the sole focus of demonstrating sustainable gardening practices without chemicals. The garden includes rose bushes which are often grown without the use of fertilizers, fungicides, and insecticides. In the Beneficial Habitat Garden, roses thrive using IPM due to the nearby plantings which draw pollinators, insect parasitoids, insect predators, pathogens, and weed feeders. Signage in three locations includes a good bug/bad bug sign (see photo).

The garden is open to the public year-round. Throughout the year, the MMGs also hold public workshops that highlight sustainable research-based horticultural practices, including IPM. A workshop on June 9, 2013, entitled “The Benefits of Beneficials and How to Reap Them,” focused solely on IPM. In addition, the City coordinated the submission of Marin Voice editorials to the Marin Independent Journal for Earth Day. The City and three partner organizations submitted pieces, including one by the Marin County Open Space District that specifically promoted creek cleanups. The City also submitted a press release recognizing the work of City volunteers who help with Earth Day and Coastal Cleanup Day. The City also occasionally includes announcements and articles in the City Manager’s Snapshot and in the Volunteer Newsletter.

#### **PRIORITIES FOR 2013-2014**

The 2013-2014 priorities identified by the City of San Rafael are listed below. Additional 2013-2014 priorities for MCSTOPPP and each local stormwater pollution prevention program will focus on optimizing the programs to effectively and efficiently meet the Year 1 requirements of the second term Phase II Permit.

- 2013-2014 Staff Training: Provide training on Erosion and Sediment Controls for DPW, Planning, and Building Departments.
- Street and Storm Drain Maintenance and Outfall Monitoring: Install upstream trash capture devices.
- Municipal Use of Pesticides: Public Works training in reduction of pesticides.
- Creek/Beach Cleanups, Trash Abatement, and Other Coordination with Local Volunteers: Continue working with volunteer groups and enhance local creeks.
- Litter Control: Continue to engage volunteers and expand Saturday Park Service Days. Implement targeted activities to raise awareness and reduce cigarette butt litter.
- Public Involvement and Participation: Build on the success of the Cigarette Eater Meter installation in raising awareness and abating toxic litter.

# Stormwater Pollution Prevention in the **City of Sausalito**

## BACKGROUND

The City of Sausalito was incorporated in 1893. Located just north of the Golden Gate Bridge from San Francisco the City hosts tourists throughout the year. Sausalito has a population of 7,037 (2012 estimate). The total area is 2.2 square miles, of which 15% is under water. Sausalito has one perennial stream, Glen Creek, which is located primarily within private property. Protecting the sensitive waters of Richardson Bay is the prime objective of the City’s Stormwater Pollution Prevention Program.



Sausalito is Marin’s most southerly municipality.

The North Pacific Coast Railroad created a terminus at Sausalito (“little willow grove”) in 1871. Train services diminished rapidly after World War II and no longer exist, though old rails can still be seen along the old route. The City’s character changed dramatically with the creation of the Marinship Shipyard in the early 1940’s. The yard significantly filled Richardson’s Bay and created a massive industrial complex to serve the World War II war effort. Following the closure of the shipyard and sale of land and buildings, the area has transformed into a mixture of storage facilities, recreational boating marinas, light industrial (ranging from a ceramic tableware maker, landscape supplies, and auto repair businesses), office complexes serving real estate, legal, and internet services enterprises, and artist workshops. The City’s hills are populated with homes, churches and hotels.

The City has about 4,300 housing units. High visibility businesses in the City serve tourist visitors, and recreational boating enthusiasts. The City also has a large number of design oriented businesses ranging from painters, graphic artists, craftsman and musicians.

## STORMWATER POLLUTION PREVENTION PROGRAM ORGANIZATION

Sausalito’s Stormwater Staff	
Activity	Responsible Person(s)
Stormwater Coordinator Capital Improvement Projects/Drainage Construction Inspection Public Information and Participation	Jonathon Goldman, Director of Public Works and City Engineer
Municipal Maintenance	Loren Umbertis, PW-Maintenance Div Manager Kent Basso, PW Maintenance Supervisor
Illicit Discharge Detection and Elimination/Outfall Monitoring Commercial/Industrial Inspections/Outreach	Pat Guasco, Sewer System Coordinator
Planning Dept. Contact	Heidi Scoble, Associate Planner
Development Approvals	Andrew Davidson, Staff Engineer

City stormwater staff and their respective responsibilities are listed in the table to the left.

The sewer systems coordinator conducts stormwater business inspections concurrent with sanitary source control inspections. The City Engineer and Staff Engineer recommend conditions for land development based on the City’s stormwater ordinance and MCSTOPPP’s *Guidance for Applicants: Stormwater Quality*

*Manual for Development Projects in Marin County, a Low Impact Development Approach.*

Stormwater construction inspections are conducted by Building Inspectors routinely; Engineering Division staff conducted wet weather oversight of construction sites. All staff, as necessary, responded to referrals from outside agencies.

The local program is funded through a fee collected on property tax bills.

### **FEATURED ACCOMPLISHMENTS IN 2012-2013**

The City of Sausalito accomplished several stormwater pollution prevention program goals during the reporting period that are highlighted below. Overall implementation of the City's stormwater program is detailed in the MCSTOPPP Annual Report.

- **2012-2013 Staff Training:** Staff attended several trainings during the reporting period. Some of the stormwater topics covered in 2012-2013 included: Industrial Stormwater General Permit; SSO BMPs; Pump Station Spill Response Training; Utility Marking and Locating; Pump Station Back Up Emergency Response (EORP) Training; and NOI Training. Between two and 19 staff members attended each training, for a total of 43 staff receiving training in 2012-2013.
- **Creek Cleaning, Maintenance, and Enhancement:** Conducted annual pre-wet weather inspection cleaning. As most water courses are within private property, City maintenance efforts are focused on removing natural (tree limbs, vegetative waste, rock) and artificial obstructions that get within the creek beds that are larger than a property owner can remove on their own.
- **Creek/Beach Cleanups, Trash Abatement, and Other Coordination with Local Volunteers:** The Sausalito Parks and Recreation Department supported events organized in the City for Earth Day, including the Dunphy Park Beach Cleanup. The City continues to support the Friends of Willow Creek Group efforts to improve riparian zones and water quality.
- **Litter Control:** The City performed a waste characterization study. The Sausalito Sustainability Commission prepared recommendation for further action. A Willow Creek cleanup event was conducted on April 27, 2013 (Global Youth Service Day Creek Cleanup).
- **Corporation Yards:** A false bottom 10 yard capacity, fully sealable debris box for wastewater collection system debris off haul was procured and received in the report period. The wastewater collection system solid waste (after being collected and properly profiled) is off-hauled by the City of Sausalito solid waste hauler to an appropriately classified solid waste disposal site. The false bottom debris box is a very specialized piece of equipment, in that it allows the City to remove rock, grit and debris from the wastewater collection system and return the liquid wastewater to the wastewater collection system for treatment. The removal of collection system debris helps reduce sanitary sewer overflows.



- Road Repair and Maintenance: Sausalito developed construction plans for the repair of streets in the City. The project specifications include BMP implementation requirements. These plans will advance to construction in 2013-2014. Private construction in the Public Right of Way was required to implement BMPs during rainy season through Encroachment Permit Conditions.
- Open Space Management: The City continued efforts with open space advocates and Fire District Staff to manage invasive tree species. The City continued efforts to limit passage across non-trail areas in the Cypress Ridge Open Space thereby preserving species habitat and limiting erosion.
- New and Redevelopment Projects (Post-Construction): Continued to recommend use of *Guidance for Applicants: Stormwater Quality Manual for Development Projects in Marin County, a Low Impact Development Approach* on development proposals involving site reconstruction
- Business Inspections and Outreach Activities: Continued to coordinate with Marin Environmental Health, Marin CUPA, Southern Marin Fire Protection District and Sausalito-Marin City Sanitary District regarding business operations that may impact water quality.

#### **PRIORITIES FOR 2013-2014**

The 2013-2014 priorities identified by the City of Sausalito are listed below. Additional 2013-2014 priorities for MCSTOPPP and each local stormwater pollution prevention program will focus on optimizing the programs to effectively and efficiently meet the Year 1 requirements of the second term Phase II Permit.

- 2013-2014 Staff Training: Conduct training with regard to second term Phase II Permit requirements. Send staff to the MCSTOPPP special meeting on updating MCSTOPPP's Guidance for Applicants to incorporate the new E.12 Post-Construction requirements and to the MCSTOPPP Construction Site Management and BMP Installation Workshop. Send staff to a QSP and/or Qualified SWPPP Developer (QSD) training.
- Street and Storm Drain Maintenance and Outfall Monitoring: Adjust practices with regard to outfall monitoring to conform with second term Phase II Permit requirements. Improve coordination with Richardson's Bay Regional Authority on outfall monitoring
- Municipal Use of Pesticides: Continue to not use pesticides, to maximum extent practicable.
- Creek Cleaning, Maintenance, and Enhancement: Continue Annual pre-wet weather inspection cleaning. Revise process as warranted to comply with new permit conditions.
- Creek/Beach Cleanups, Trash Abatement, and Other Coordination with Local Volunteers: Continue collaboration with the Friends of Willow Creek.
- Litter Control: Consider implementing the Sustainability Committee Recommendations.

- Capital Projects: Continue to Implement BMPs in Project SWPPPs. Work with local advocates to scope water quality improvement projects for future consideration.
- Illicit Discharge and Creek Violation Complaint Response: Continue Coordination with MCSTOPPP, Marin CUPA, Marin Environmental Health, the Regional Board and Southern Marin Fire Protection District to respond to and address all illicit discharge incident complaints.
- New and Redevelopment Projects (Post-Construction): Continue to recommend use of *Guidance for Applicants: Stormwater Quality Manual for Development Projects in Marin County, a Low Impact Development Approach* on development proposals involving site reconstruction as may be revised to comply with new permit conditions
- Construction: Continue to inspect sites with regard to BMP/SWPPP Implementation and Maintenance.
- Business Inspections and Outreach Activities: Update processes as warranted to comply with new permit conditions. Continue to coordinate with Marin Environmental Health, Marin CUPA, Southern Marin Fire Protection District and Sausalito-Marín City Sanitary District regarding business operations that may impact water quality.

## Stormwater Pollution Prevention in the Town of Tiburon

### BACKGROUND

The Town of Tiburon, population 9,093 (2012 estimate), occupies 16 square miles—approximately five of which are dry land. The remainder is in the Bay. Once a railroad terminus, Tiburon’s downtown features many shops and restaurants. The remainder of the town is largely single-family residential, including some neighborhoods on steep hillsides.

Tiburon is home to many endangered species of plants and animals, some of which are found only on the Tiburon peninsula. Bay and wetland environments in and around Tiburon include the Romberg Tiburon Center for Environmental Studies and the Richardson Bay Audubon Sanctuary and Center. There are no year-round creeks within Town limits—only two seasonal channels established for flood control many years ago. Most development applications are for new or expanded residences. A Design Review Board considers all new buildings, additions, and exterior renovations. Development of tracts outside Town limits, but within the Town’s sphere of influence, have been a source of controversy over past decades. Construction has yet to begin on a few major projects.



Tiburon occupies most of Tiburon peninsula.

### STORMWATER POLLUTION PREVENTION PROGRAM ORGANIZATION

Tiburon’s Stormwater Staff	
Activity	Responsible Person(s)
Stormwater Coordinator Public Information and Participation	Matt Swalberg, Engineering Technician
Municipal Maintenance Illicit Discharge Detection and Elimination/Outfall Monitoring	Joel Brewer Public Works Superintendent
Capital Improvement Projects/Drainage	Nick Nguyen Town Engineer
Construction Inspection	Fred Lustenberger Building Official
Planning Dept. Contact Development Approvals	Dan Watrous, Planning Manager Nick Nguyen
Commercial/Industrial Inspections/Outreach	Fred Lustenberger Joel Brewer Matt Swalberg

Matthew Swalberg is the Town’s Stormwater Coordinator, among other duties and responsibilities assigned to him. Joel Brewer, Superintendent of Public Works, supervises a crew of six employees in maintenance of streets and parks. The streets crew is responsible for inspecting, clearing and maintaining all storm drains. Town stormwater staff and their respective responsibilities are listed in the table to the left.

Tiburon’s stormwater program is funded through the Town’s General

Fund and through a stormwater impact fee of \$1/square foot of new impervious surface. All the town’s outfalls have been mapped to GIS. The town inspects all outfalls and catch basins before and after the rainy season.

The Town requires new developments to include on-site detention of stormwater to ensure peak flows from frequent storms, as well as rare large storms, are not increased. New developments include open space buffers of at least 50 feet on each side of the top of stream bank (100 feet from wetlands or if the parcel is < 5 acres). The Town requires grading be minimized and strongly discourages development on slopes exceeding 40 percent.

### FEATURED ACCOMPLISHMENTS IN 2012-2013

The Town of Tiburon accomplished several stormwater pollution prevention program goals during the reporting period that are highlighted below. Overall implementation of the Town's stormwater program is detailed in the MCSTOPPP Annual Report.

- The Town adopted a Dog Walking Permit Program that applies to Town Open Space. The purpose of the program is to enhance the overall experience for all open space users and to protect the sensitive habitat areas in Tiburon. Dog walkers must obtain a permit to walk four to six dogs on specified fire roads located within Town Open Space, and no more than six dogs can be walked by one person. The permit program requires dog walkers to abide by the Town's Municipal Code regulations regarding dogs, including the requirement to properly dispose of pet waste. Signs are now posted on Town Open Space land that state "Carry Pet Waste and Remove".
- 2012-2013 Staff Training: Staff attended SMARTS training for second term Phase II Permit in Santa Rosa, as well as MCSTOPPP monthly meetings and second term Phase II Permit Meetings. In addition, approximately 8-9 staff attend biweekly Public Works staff meetings that include discussion of storm drain topics.
- Street and Storm Drain Maintenance and Outfall Monitoring: The Town completed the second year of storm drain flushing by cleaning out another 5,000 LF of storm drain line.
- Creek/Beach Cleanups, Trash Abatement, and Other Coordination with Local Volunteers: Public Works Staff assisted with litter and trash pick-up on both Coastal Cleanup Day and Earth Day.
- Litter Control: The Town installed trash receptacles at all Open Space trailheads.
- Capital Projects: The Town began the Storm Drain Repair Component of the Storm Drainage Master Plan.
- Business Inspections and Outreach Activities: The Town distributed 519 self-inspection forms with 2012 business license renewals.



- **Public Involvement and Participation:** Educational materials and flyers were posted at the Public Works counter and displayed in the public information rack in the Town Hall Lobby. In July 2012, an article was published in the Town's electronic newsletter, *Tib Talk*, that focused on boating protection and how boaters can protect and save the San Francisco and San Pablo Bays.

#### **PRIORITIES FOR 2013-2014**

The 2013-2014 priorities identified by the Town of Tiburon are listed below. Additional 2013-2014 priorities for MCSTOPPP and each local stormwater pollution prevention program will focus on optimizing the programs to effectively and efficiently meet the Year 1 requirements of the second term Phase II Permit.

- **Street and Storm Drain Maintenance and Outfall Monitoring:** Clean out the silt and debris from the 245 linear foot Trestle Glen / Tiburon Blvd concrete box culvert.
- Obtain permits to dredge the three-acre Railroad Marsh Detention Basin.
- **Municipal Use of Pesticides:** As required in the new Phase II Permit, develop and request Town Council adoption of Integrated Pest Management policy or ordinance by August 2014.
- **2013-2014 Staff Training:** Staff may complete appropriate QSD and QSP coursework.
- **Street and Storm Drain Maintenance and Outfall Monitoring:** Complete a third year of storm drain flushing and repair 13 damaged storm drain lines.
- **Municipal Use of Pesticides:** Adopt IPM policy or ordinance to comply with Attachment G of the second term Phase II Permit.
- **Capital Projects:** Continue and expand repair phase to cover 13 locations.

## SUPPLEMENT M

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### Certification Statements and Performance Standard Matrices

Revised pages noted. Revisions corrected document processing error related to completion of outfall maps.

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
MUNICIPAL MAINTENANCE -- CORPORATION YARDS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>CITY OF BELVEDERE</b>							
<b>General Standards/Training</b>							
Prepare and maintain a current SWPPP for each facility.	<input checked="" type="checkbox"/>						
Assign one person for each corp. yard to ensure BMPs are implemented.	<input checked="" type="checkbox"/>						
Prepare spill containment kits; store in appropriate locations. Conduct annual drills on how to use the kits.	<input checked="" type="checkbox"/>						
Stencil inlets to storm drainage system.	<input checked="" type="checkbox"/>						
Conduct annual facility surveys for performance standards compliance.	<input checked="" type="checkbox"/>						
Post performance standards guidance and BMPs in appropriate areas.	<input checked="" type="checkbox"/>						
Describe activities to educate staff regarding performance standards in annual report.	<input checked="" type="checkbox"/>						
Include stormwater performance standards in annual updates of other environmental management plans and review plans with facility users.	<input checked="" type="checkbox"/>						
<b>General Housekeeping</b>							
Dispose material removed from streets/storm drainage facilities often to eliminate exposure to rainwater and runoff.	<input checked="" type="checkbox"/>						
Sweep corp. yard at least monthly.	<input checked="" type="checkbox"/>						
Keep chemical storage areas neat and orderly	<input checked="" type="checkbox"/>						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
MUNICIPAL MAINTENANCE -- CORPORATION YARDS**

MUNICIPALITY NAME:

<i>CITY OF BELVEDERE</i>	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
Stockpile materials away from streets, gutters, storm drain inlets, or water channels when possible.	<input checked="" type="checkbox"/>						
<b>Refuse Holding Area</b>							
Store material removed from storm drainage facilities/streets on concrete/impermeable pad in contained area. Liquids to sanitary sewer or evaporated. In rainy season, cover area.	<input checked="" type="checkbox"/>						
<b>Auxiliary Storage Areas/Yard</b>							
Store chemicals in appropriate areas.	<input checked="" type="checkbox"/>						
<b>Chemical Storage</b>							
Store paint, chemicals in approved covered containment area. Waste drums closed when not in use; correct labeling; protection from vandalism.	<input checked="" type="checkbox"/>						
If stored outside, keep containers in containment area with tight-fitting lids, preventing discharge to storm drain or contact with rain.	<input checked="" type="checkbox"/>						
Review Material Safety Data Sheets (MSDS) to ensure appropriate materials separation.	<input checked="" type="checkbox"/>						
Review Hazardous Materials Business Plan (HMBP) for requirements.	<input checked="" type="checkbox"/>						



MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- CORPORATION YARDS

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>CITY OF BELVEDERE</b>							
<b>Chemical Usage</b>							
Ensure safety equipment and spill containment kits readily accessible in chemical areas; inspect safety equipment.	<input checked="" type="checkbox"/>						
Review Material Safety Data Sheets for proper use.	<input checked="" type="checkbox"/>						
Minimize use of chemicals.	<input checked="" type="checkbox"/>						
Recycle/dispose of excess chemicals at approved locations.	<input checked="" type="checkbox"/>						
Ensure chemical containers have secure lids and transport properly.	<input checked="" type="checkbox"/>						
Properly remove soils contaminated with spilled materials.	<input checked="" type="checkbox"/>						
<b>A. Oil-based Paints.</b> Wipe oil-based paints from brushes; use filters, reuse thinners or dispose as hazardous waste.	<input checked="" type="checkbox"/>						
<b>B. Water-based Paints.</b> Rinse water-based paints out of brushes, discharge to sanitary sewer; dry excess paint to trash; otherwise hazardous waste or recycle.	<input checked="" type="checkbox"/>						
<b>C. Automotive Fluids.</b> Collect used automotive fluids; dispose or recycle appropriately.	<input checked="" type="checkbox"/>						
<b>D. Pesticides.</b> Follow California Department of Pesticide Regulations procedures for mixing, application, storage, and recycling requirements.				<input checked="" type="checkbox"/>	No pesticide ordinance		

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**MUNICIPAL MAINTENANCE -- CORPORATION YARDS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>CITY OF BELVEDERE</b>							
Consider using IPM. Use least toxic methods. Avoid copper-based pesticides and diazinon.				<input checked="" type="checkbox"/>	No pesticide ordinance		
Apply pesticides at appropriate times to minimize runoff.				<input checked="" type="checkbox"/>	No pesticide ordinance		
Mix only as much pesticides as needed. Do not mix or load pesticides near storm drains.				<input checked="" type="checkbox"/>	No pesticide ordinance		
<b>E. Solvent/Cleaning Solutions.</b> Properly recycle/dispose of used solvents/ chemicals.	<input checked="" type="checkbox"/>						
<b>Washing Vehicles/Equipment</b>							
Clean all vehicles/ equipment on designated wash pad areas that drain to sanitary sewer or recycle. Wash off-site if necessary.	<input checked="" type="checkbox"/>						
Ensure wash area & sump are large enough so all washwater drains to sanitary sewer or recycling system	<input checked="" type="checkbox"/>						
Visually monitor wash pad area.	<input checked="" type="checkbox"/>						
Consider assigning schedules for wash area use.	<input checked="" type="checkbox"/>						
<b>Fuel Dispensing Area</b>							
Store spill containment kits nearby; follow appropriate procedures, use dry cleaning methods if there is a spill.	<input checked="" type="checkbox"/>						
Train employees in proper fueling, cleaning, and spill response procedures. Conduct annual drills.	<input checked="" type="checkbox"/>						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
MUNICIPAL MAINTENANCE -- CORPORATION YARDS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>CITY OF BELVEDERE</b>							
<b>Fuel Dispensing Area (Continued)</b>							
Install signs not to "top off" tanks.	<input checked="" type="checkbox"/>						
Discourage mobile fueling; establish designated areas for it.	<input checked="" type="checkbox"/>						
Consider covering fuel dispensing areas; no fueling over open ground. Implement Retail Gasoline Outlet BMPs.	<input checked="" type="checkbox"/>						
Design fueling area to prevent "run-on" of storm water and runoff of spills.	<input checked="" type="checkbox"/>						
<b>Fleet Maintenance/Vehicle Parking Areas</b>							
Regularly inspect equipment for leaks. Use drip pans; repair.	<input checked="" type="checkbox"/>						
Drain and replace fluids in covered shop area or where no connections to storm drains/watercourses or sanitary sewer. Select an easy-to-clean shop area.	<input checked="" type="checkbox"/>						
Dry sweep area periodically.	<input checked="" type="checkbox"/>						
Schedule outdoor repair activities for dry weather, if possible.	<input checked="" type="checkbox"/>						
Clean equipment regularly using proper collection and disposal methods when necessary	<input checked="" type="checkbox"/>						

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP Action Plan 2010.

NA = Not Applicable

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- LITTER CONTROL

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>CITY OF BELVEDERE</b>							
<b>Services</b>							
Provide adequate number of litter receptacles in commercial/other litter source areas.	<input checked="" type="checkbox"/>						
Pick up litter receptacles frequently to prevent/minimize spillage.	<input checked="" type="checkbox"/>						
Document/maintain monthly records for:							
Areas targeted for litter removal;	<input checked="" type="checkbox"/>						
Total amount of material removed.	<input checked="" type="checkbox"/>						
<b>Education and Enforcement</b>							
Encourage public education to include anti-littering message (composting/ remove & containerize waste/ sweep outdoor areas/ provide municipal green waste program).	<input checked="" type="checkbox"/>						
Encourage local law enforcement to post signs and enforce anti-littering laws, especially for vacant-lot owners.	<input checked="" type="checkbox"/>						
Label litter receptacles with anti-littering messages when possible.	<input checked="" type="checkbox"/>						
Encourage participation in/assist with Coastal Cleanup Day and Earth Day litter removals.	<input checked="" type="checkbox"/>						
Encourage maintenance crews to report any privately-owned abandoned, leaking vehicles.	<input checked="" type="checkbox"/>						
<b>Alternative Approaches</b>							
Agency may submit to Regional Board for approval an alternative litter control plan.				<input checked="" type="checkbox"/>	Not planning to submit an alternative plan.		

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**MUNICIPAL MAINTENANCE -- OPERATION & MAINTENANCE OF PUMP STATIONS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>CITY OF BELVEDERE</b>							
<b>Visual Inspections</b>							
Inspect wet wells or forebays 1/month during the dry season for oil spills or other noticeable pollutant discharge.				<input checked="" type="checkbox"/>	Belvedere does not operate any sewage pump stations.		
Inspect wet wells or forebays 1/week during the wet season, for oil spills or other noticeable pollutant discharge.				<input checked="" type="checkbox"/>	Belvedere does not operate any sewage pump stations.		
<b>Maximize Removal of Pollutants Prior to Discharge</b>							
Conduct at least one comprehensive cleaning of wet wells annually to remove sediment prior to the start of the rainy season to minimize sediment discharge.				<input checked="" type="checkbox"/>	Belvedere does not operate any sewage pump stations.		
Have spill kit readily available if there is a large potential for pollutant discharge.				<input checked="" type="checkbox"/>	Belvedere does not operate any sewage pump stations.		
Contain lubricants, fuel, and batteries to prevent accidental spills to wet wells.				<input checked="" type="checkbox"/>	Belvedere does not operate any sewage pump stations.		
If spill reported/observed, try to remove material at nearest access point. As practical, shut down the pump station if the material may reach it. Prevent spill from discharging if possible.				<input checked="" type="checkbox"/>	Belvedere does not operate any sewage pump stations.		
Track spills upstream to try to locate the source(s). Document spill incidents per illicit discharge program. Implement enforcement as appropriate.				<input checked="" type="checkbox"/>	Belvedere does not operate any sewage pump stations.		
Store oil absorbent materials in appropriate maintenance vehicles.				<input checked="" type="checkbox"/>	Belvedere does not operate any sewage pump stations.		
<b>Disposal</b>							
Dispose of screenings at a landfill, sediment where it will not enter storm drain or receiving waters through erosion, and oil-absorbed materials as hazardous waste.				<input checked="" type="checkbox"/>	Belvedere does not operate any sewage pump stations.		
<b>Education/ Training</b>							
Educate all pump station maintenance personnel about the performance standards. Conduct at least one meeting/year to educate.				<input checked="" type="checkbox"/>	Belvedere does not operate any sewage pump stations.		
Conduct drills as part of the training, as appropriate.				<input checked="" type="checkbox"/>	Belvedere does not operate any sewage pump stations.		

NA = Not Applicable

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
MUNICIPAL MAINTENANCE -- ROAD REPAIR AND MAINTENANCE

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>CITY OF BELVEDERE</b>							
<b>General Practices</b>							
Schedule excavation and road maintenance activities for dry weather.	<input checked="" type="checkbox"/>						
Perform major equipment repairs, fueling, and maintenance at corp. yards.	<input checked="" type="checkbox"/>						
Recycle used oil, concrete, asphalt, etc..	<input checked="" type="checkbox"/>						
Train employees to use these performance standards annually.	<input checked="" type="checkbox"/>						
Distribute educational and outreach materials as appropriate to utility contractors seeking encroachment and/or grading permits.	<input checked="" type="checkbox"/>						
<b>Asphalt/Concrete Removal</b>							
Remove/recycle as much of old pavement as possible.	<input checked="" type="checkbox"/>						
Protect storm drain inlets before asphalt break-up; clean afterwards.	<input checked="" type="checkbox"/>						
Block/berm storm drain inlets during saw-cutting; immediately remove any slurry entering storm drain system.	<input checked="" type="checkbox"/>						
Remove saw-cut slurry before end of each day.	<input checked="" type="checkbox"/>						
<b>Patching and Resurfacing</b>							
No unprotected stockpiling of materials near storm drain inlets or creeks.	<input checked="" type="checkbox"/>						
Cover and seal manholes before applying sealants, etc.	<input checked="" type="checkbox"/>						
Never wash excess material from exposed aggregate concrete, etc. to storm drain; designate unpaved clean up area and proper material disposal area.	<input checked="" type="checkbox"/>						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
MUNICIPAL MAINTENANCE -- ROAD REPAIR AND MAINTENANCE**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>CITY OF BELVEDERE</b>							
Sweep up as much material as possible and properly dispose; wash streets only if runoff is controlled/contained.	<input checked="" type="checkbox"/>						
Clean up all spills and leaks from equipment using "dry" methods. Properly remove contaminated soil; dispose of properly.	<input checked="" type="checkbox"/>						
After job is complete, remove stockpiles and other extras as soon as possible.	<input checked="" type="checkbox"/>						
Prevent pollution of storm water runoff around work areas if unexpected rain.	<input checked="" type="checkbox"/>						
<b>Signing and Striping</b>							
Store spill absorbent materials on trucks.	<input checked="" type="checkbox"/>						
Contain, clean up, properly dispose of waste materials per MSDS (Material Safety Data Sheet).				<input checked="" type="checkbox"/>	Belvedere does not own this equipment. Contract service		
<b>Equipment Clean Up/Storage</b>							
Flush sprayer paint supply lines at corp. yards; clean up properly.				<input checked="" type="checkbox"/>	Belvedere does not own this equipment. Contract service		
Clean sprayers, patch and paving equipment at end of day; use approved collection and disposal methods.				<input checked="" type="checkbox"/>	Belvedere does not own this equipment. Contract service		
Cover sprayers, patch and paving equipment if they contain pollutants to prevent rainfall from transporting pollutants to storm drains.				<input checked="" type="checkbox"/>	Belvedere does not own this equipment. Contract service		

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**MUNICIPAL MAINTENANCE -- STORM DRAINAGE FACILITIES**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>CITY OF BELVEDERE</b>							
<b><i>Routine Inspection and Cleaning</i></b>							
Inspect and clean as necessary storm drainage facilities as directed, preferably, prior to rainy season, or alternate.	<input checked="" type="checkbox"/>						
When cleaning storm drains, remove maximum amount of material at nearest access point.	<input checked="" type="checkbox"/>						
<b><i>Record Keeping</i></b>							
Report amount of material removed when cleaning storm drainage facilities in monthly forms.	<input checked="" type="checkbox"/>						
Document and track spill incidents and coordinate with your illicit discharge control field surveys.	<input checked="" type="checkbox"/>						
Identify/target storm drain inlet areas requiring more frequent or alternative cleaning and/or public education efforts.	<input checked="" type="checkbox"/>						
<b><i>Spill Response</i></b>							
Maintenance staff makes appropriate phone calls if they suspect toxic or hazardous material spills.	<input checked="" type="checkbox"/>						
If non-hazardous, maint. Staff contains spill area immediately; cleans ASAP.	<input checked="" type="checkbox"/>						
Maintenance staff are aware of around-the-clock response/removal spill procedures for hazardous or unknown materials.	<input checked="" type="checkbox"/>						



**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
MUNICIPAL MAINTENANCE -- STORM DRAINAGE FACILITIES**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>CITY OF BELVEDERE</b>							
<b>Spill Response (Continued)</b>							
Establish response/removal spill procedure for after work hours for non-hazardous materials.	<input checked="" type="checkbox"/>						
Maintenance staff to coordinate with Stormwater Coordinator for appropriate follow-up response.	<input checked="" type="checkbox"/>						
Work with Fire and Police Departments to provide spill report copies to Stormwater Coordinators.	<input checked="" type="checkbox"/>						
Store material removed from storm drainage facilities on impermeable surface (covered during rain) and drain wastewater to sanitary sewer; dispose at appropriate facility.	<input checked="" type="checkbox"/>						
<b>Alternative Approach</b>							
Agency may develop and submit to the Regional Board for approval an alternative storm drain facility pollution control plan.				<input checked="" type="checkbox"/>	Not planning to submit an alternative plan.		

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
MUNICIPAL MAINTENANCE -- STREET SWEEPING

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>CITY OF BELVEDERE</b>							
<b>Street Sweeping Frequency</b>							
Clean streets according to Action Plan 2010 schedule	<input checked="" type="checkbox"/>						
<b>Problems Associated with Efficient Street Cleaning</b>							
Getting Parked/Abandoned Vehicles Off Streets	<input checked="" type="checkbox"/>						
Maintain consistent sweeping schedule.	<input checked="" type="checkbox"/>						
Measures to keep curbed areas clear during cleaning.	<input checked="" type="checkbox"/>						
Removing leaves during leaf season	<input checked="" type="checkbox"/>						
Analyze alternatives; develop leaf removal program.	<input checked="" type="checkbox"/>						
Encourage residents to collect and compost leaves through green waste program or coordinate with local/regional composting program.	<input checked="" type="checkbox"/>						
Trees near streets	<input checked="" type="checkbox"/>						
Provide operators with resources to report trees interfering with cleaning.	<input checked="" type="checkbox"/>						
<b>Street Cleaning Operation to Maximize Pollutant Removal</b>							
Quality of clean streets: no dirt trails/debris.	<input checked="" type="checkbox"/>						
Check street cleaning equipment for proper adjustment.	<input checked="" type="checkbox"/>						
Operate equipment at manufacturer's specified speed.	<input checked="" type="checkbox"/>						
Regularly inspect and maintain equipment.	<input checked="" type="checkbox"/>						
Replace worn components as required to maximize efficiency.	<input checked="" type="checkbox"/>						
<b>Spill Response</b>							
Report spills observed on streets immediately.	<input checked="" type="checkbox"/>						
Respond to spills per Storm Drain Facility Performance Standards	<input checked="" type="checkbox"/>						
<b>Record Keeping</b>							
Track cleaning mileage.	<input checked="" type="checkbox"/>						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**MUNICIPAL MAINTENANCE -- STREET SWEEPING**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>CITY OF BELVEDERE</b>							
Track volume or weight of material removed each cleaning day.	<input checked="" type="checkbox"/>						
Report number of curb miles swept in monthly forms.	<input checked="" type="checkbox"/>						
Identify and target areas for:							
more frequent cleaning	<input checked="" type="checkbox"/>						
efforts to remove vehicles.	<input checked="" type="checkbox"/>						
education efforts to discourage illegal dumping, etc.	<input checked="" type="checkbox"/>						
Document/track areas where spills were reported and coordinate with agency's illicit discharge control field surveys.	<input checked="" type="checkbox"/>						
<b>Contract Sweepers</b>							
Specify in contracts that compliance with these performance standards will be achieved.				<input checked="" type="checkbox"/>	The City performs its own sweeping.		
Specify in contracts that back up equipment must be available.				<input checked="" type="checkbox"/>	The City performs its own sweeping.		
Specify in contracts that all record keeping information will be provided.				<input checked="" type="checkbox"/>	The City performs its own sweeping.		
<b>Education /Training</b>							
Train staff and contractors annually to identify and report illicit discharges.	<input checked="" type="checkbox"/>						
Train staff and contractors to comply with street sweeping performance standards.	<input checked="" type="checkbox"/>						

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**ILLICIT DISCHARGE CONTROL**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>CITY OF BELVEDERE</b>							
<b>Prepare for Illicit Discharge Screening and Investigations</b>							
Stormwater Coordinator conducts or delegates the following:							
Receive information on non-stormwater discharge reports;	<input checked="" type="checkbox"/>						
Assure illicit discharges follow-up, elimination, and clean up are conducted.	<input checked="" type="checkbox"/>						
Provide staff with information on illicit discharge source identification and elimination status;	<input checked="" type="checkbox"/>						
Make sure required reporting is completed.	<input checked="" type="checkbox"/>						
Distribute information to management and elected officials about resources needed to implement the performance standards.	<input checked="" type="checkbox"/>						
Facilitate performance standards implementation.	<input checked="" type="checkbox"/>						
Share local activities/findings with ASC.	<input checked="" type="checkbox"/>						
Train appropriate maintenance and field staff to recognize illicit discharges and response procedures.	<input checked="" type="checkbox"/>						
Train staff assigned to conduct illicit discharge investigations.	<input checked="" type="checkbox"/>						
Develop map of outfalls.	<input checked="" type="checkbox"/>						
Develop maps of complete storm drain system for use to trace illicit discharges.	<input checked="" type="checkbox"/>						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**ILLICIT DISCHARGE CONTROL**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>CITY OF BELVEDERE</b>							
<b>Conduct Field Screening</b>							
Identify evidence of illicit discharges while maintenance and field staff are conducting other routine work. Report any evidences of illicit discharges to Stormwater Coordinator.	<input checked="" type="checkbox"/>						
Verify whether an illicit discharge has occurred upon receiving information/ report of such. Initiate follow-up within 24 hours from receipt of report.	<input checked="" type="checkbox"/>						
Find source of illicit discharge and eliminate it. Trace source(s); record and maintain findings.	<input checked="" type="checkbox"/>						
Continue to inspect/follow-up illicit discharges until: source is found and eliminated or discharge has stopped and source cannot be traced.	<input checked="" type="checkbox"/>						
If agency identifies ≥3 illicit discharges in a fiscal year in an area served by major outfall(s), provide additional investigations in area served by outfall. Investigations to include 1+ of following:							
Periodic above-ground surveillance	<input checked="" type="checkbox"/>						
Additional business inspections	<input checked="" type="checkbox"/>						
Additional periodic investigations of outfalls, creeks, and open channels	<input checked="" type="checkbox"/>						
Additional targeted education outreach in area.	<input checked="" type="checkbox"/>						
<b>Follow-up To Field Screening and Investigations</b>							
<b>Follow-up activities:</b>							
When a party responsible for an illicit discharge is found, provide the party with: educational information about impacts, describing BMPs, local stormwater ordinance requirements, and options for proper discharge/disposal. If party not found, distribute educational materials to those in the immediate vicinity.	<input checked="" type="checkbox"/>						
Distribute appropriate educational and BMP information to business to which discharge has been traced.	<input checked="" type="checkbox"/>						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**ILLICIT DISCHARGE CONTROL**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>CITY OF BELVEDERE</b>							
<b><i>Follow-up To Field Screening and Investigations - Continued</i></b>							
Begin enforcement procedures, if appropriate.	<input checked="" type="checkbox"/>						
Ensure that the goal of follow-up investigations is to stop the illicit discharge(s) as soon as practicable.	<input checked="" type="checkbox"/>						
<b><i>Procedures for Spill Prevention, Containment, and Response</i></b>							
Stormwater Coordinator will conduct or delegate the following:							
Investigate and record spill report/complaints.	<input checked="" type="checkbox"/>						
Become familiar with existing spill prevention, containment, response, and clean-up programs in the jurisdiction.	<input checked="" type="checkbox"/>						
Coordinate illicit discharge prevention, elimination, and clean-up activities with the spill prevention, containment, response, and clean-up programs.	<input checked="" type="checkbox"/>						
Establish a mechanism for obtaining information about spill incidents from other agencies and departments within the municipality so that source identification and follow-up activities can be coordinated.	<input checked="" type="checkbox"/>						
<b><i>Document and Report Completion</i></b>							
Document number and types of illicit discharge incidents reported and follow-up actions conducted (not including automobile accident fluid spills).	<input checked="" type="checkbox"/>						
Track number of screening points monitored; number of illicit discharges identified as part of outfall monitoring activities; number of illicit discharge reported by other agency staff and the public; and follow-up activities.	<input checked="" type="checkbox"/>						
<b><i>Alternative Approaches</i></b>							
Agency may develop and submit to the Regional Board an alternative illicit discharge control and elimination plan.				<input checked="" type="checkbox"/>	Not planning to submit an alternative plan.		

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>CITY OF BELVEDERE</b>							
<b><i>Development Plan Review and Permitting</i></b>							
Have adequate legal authority to implement stormwater quality control measures for development, redevelopment, and construction activities as part of development plan review and approval process.	<input checked="" type="checkbox"/>						
Incorporate policies and implementation measures into the General Plan to help preserve and enhance water quality and protect sensitive areas. Adopt General Plan amendments as part of upcoming/current General Plan review cycle.	<input checked="" type="checkbox"/>						
Require environmental documents for projects under CEQA or NEPA review to address significant and cumulative stormwater quality impacts over the project life, and specific construction and post-construction mitigation measures.	<input checked="" type="checkbox"/>						
Require developers/owners/ builders to control stormwater quality impacts by using appropriate construction and permanent best management practices. Require projects with significant stormwater pollution potential to avoid, minimize, and mitigate the potential adverse impacts. Require developers/ owners/builders of projects with permanent structural stormwater controls to ensure ongoing operation and maintenance of the controls as part of project approval.	<input checked="" type="checkbox"/>						
<b><i>Development Plan Review and Permitting (cont.)</i></b>							
Require developers/owners/ builders to control stormwater quality impacts of their projects by using appropriate BMPs during construction activities.	<input checked="" type="checkbox"/>						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>CITY OF BELVEDERE</b>							
Require developers/owners/ builders of projects with potential for significant erosion and planned construction activity during the wet season to prepare and implement an effective erosion and sediment control plan, or similar document, prior to the start of the wet season.	<input checked="" type="checkbox"/>						
Require developers/owners/ builders of projects that disturb land area of one acre or more to demonstrate coverage under the State NPDES Stormwater Construction General Permit (CGP).	<input checked="" type="checkbox"/>						
Ensure municipal capital improvement projects also include stormwater quality control measures during and after construction, as appropriate for each project.	<input checked="" type="checkbox"/>						
Require developers and owner/builders of projects that disturb a land area of one acre or more that have obtained coverage under the State Construction General Permit to submit a copy of NOI to keep on file.	<input checked="" type="checkbox"/>						
Consider adopting a model ordinance that would require site planning or design practices and/or post construction controls to protect water quality, such as the controls described in the <i>Start at the Source</i> (BASMAA, 1999) manual.	<input checked="" type="checkbox"/>						
<b>Additional Erosion and Sediment Controls</b>							
Maintain an erosion and sediment control program that includes requirements for minimum BMPs, sufficient enforcement authority, training and tools for inspectors, and information for developers and contractors.	<input checked="" type="checkbox"/>						



**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS**

MUNICIPALITY NAME:

<i>CITY OF BELVEDERE</i>	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
As a condition for issuing a grading permit, require developers/owners/ builders to prepare, submit for review and approval, and implement an effective erosion and sediment control (ESC) plan or similar administrative document that contains ESC provisions.	<input checked="" type="checkbox"/>						
<b>Construction Inspection</b>							
Through a construction inspection process, require construction contractors to properly store, use, and dispose of construction materials, chemicals, and wastes from construction sites and prevent illicit discharges to storm drains and watercourses.	<input checked="" type="checkbox"/>						
<b>Construction Inspection (cont.)</b>							
Through the construction inspection process, for development projects with significant erosion potential, require that erosion and sediment control measures are implemented through a construction inspection process, in accordance with local ordinances and project COA's. Require measures to be maintained as needed during construction.	<input checked="" type="checkbox"/>						
Oversee the inspection of construction sites for adequacy of stormwater quality control measures on a regular basis, including inspection of permanent structural control measures. Base inspection frequency on: project's potential impact to stormwater quality; project size; site topography and soil characteristics; season in which construction phase occurs; and nature of construction activity.	<input checked="" type="checkbox"/>						
Require that each active construction site be stabilized prior to the beginning of the wet season to minimize erosion and discharges of sediment from disturbed areas. Oversee the inspection of these sites to make sure requirements are being met.	<input checked="" type="checkbox"/>						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>CITY OF BELVEDERE</b>							
During the wet season, oversee the inspection of all construction sites with ESC following each major storm event.	<input checked="" type="checkbox"/>						
<b>Education and Outreach</b>							
Train, at least annually, staff from planning, building, and other public works staff on planning procedures, policies, design guidelines, and BMPs for stormwater pollution prevention and control.	<input checked="" type="checkbox"/>						
<b>Education and Outreach (cont.)</b>							
Train, at least annually, construction inspection staff on inspection procedures, documentation, and enforcement related to stormwater pollution prevention.	<input checked="" type="checkbox"/>						
Distribute appropriate educational and training materials to agency staff, contractors, construction site operators, developers, and owner/builders. Distribute information and guidance materials to developers/owners/builders early in the application or design review process, as appropriate.	<input checked="" type="checkbox"/>						
Distribute appropriate educational and outreach materials provided by the Regional Board to utility contractors seeking encroachment and/or grading permits from the municipality.	<input checked="" type="checkbox"/>						

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.  
NA = Not Applicable

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**INDUSTRIAL AND COMMERCIAL DISCHARGE CONTROLS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>CITY OF BELVEDERE</b>							
<b>Targeting Inspections to Achieve the Most Benefit</b>							
Develop and update a business inspection plan describing:							
inspecting agency/department	<input checked="" type="checkbox"/>						
the agency/department conducting stormwater follow-up/enforcement	<input checked="" type="checkbox"/>						
how information will be coordinated among agencies/departments	<input checked="" type="checkbox"/>						
Priorities for inspecting businesses; identify target businesses with high discharge potential.	<input checked="" type="checkbox"/>						
Inspect and distribute appropriate BMP information to all businesses that impact stormwater quality at least once during <i>Action Plan</i> period (5 years).	<input checked="" type="checkbox"/>						
Inspect and distribute appropriate BMP information to target businesses within jurisdiction.	<input checked="" type="checkbox"/>						
Educate business owners and operators about stormwater pollution prevention, separate from the inspection program.	<input checked="" type="checkbox"/>						
Respond to complaints/ referrals concerning a facility.	<input checked="" type="checkbox"/>						
Reevaluate your agency's priorities for inspecting businesses and update business inspection plan as needed.	<input checked="" type="checkbox"/>						
<b>Preparing for Inspections</b>							
Train facility inspectors so that each inspector can conduct effective stormwater inspections.	<input checked="" type="checkbox"/>						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**INDUSTRIAL AND COMMERCIAL DISCHARGE CONTROLS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>CITY OF BELVEDERE</b>							
<b>Preparing for Inspections (cont.)</b>							
Stormwater Coordinator will be responsible for being familiar with: stormwater regulations and requirements; impacts of non-stormwater discharges to water bodies; inspection techniques and procedures; follow-up and enforcement procedures; and stormwater BMPs. Stormwater Coordinator will obtain ongoing training to support inspection activities and program implementation.	<input checked="" type="checkbox"/>						
Inspectors review facility layout to locate storm drain system/ stormwater drainage path	<input checked="" type="checkbox"/>						
Inspectors review/inspect the following for potential to discharge pollutants or exposure to runoff:							
Outdoor process/ manufacturing areas	<input checked="" type="checkbox"/>						
Outdoor material storage areas	<input checked="" type="checkbox"/>						
Outdoor waste storage and disposal areas	<input checked="" type="checkbox"/>						
Outdoor vehicle and heavy equipment storage and maintenance areas	<input checked="" type="checkbox"/>						
Outdoor parking areas and access roads	<input checked="" type="checkbox"/>						
Outdoor wash areas	<input checked="" type="checkbox"/>						
Surface discharge outlets from rooftop equipment; and	<input checked="" type="checkbox"/>						
Outdoor drainage from indoor areas	<input checked="" type="checkbox"/>						
Inspectors notify Stormwater Coordinator of potential to discharge pollutants from non-stormwater discharges and pollutant exposure to stormwater from a business.	<input checked="" type="checkbox"/>						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**INDUSTRIAL AND COMMERCIAL DISCHARGE CONTROLS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>CITY OF BELVEDERE</b>							
<b>Conducting Inspections (cont.)</b>							
When a business that impacts stormwater quality is identified, Stormwater Coordinator will conduct or delegate:							
Communicate stormwater requirements	<input checked="" type="checkbox"/>						
Distribute BMP information, educational materials, and referrals to facility representatives, and ask about employee training.	<input checked="" type="checkbox"/>						
Inform the facility representative of problems/violations found and discuss, establish a correction schedule, and follow up.	<input checked="" type="checkbox"/>						
Document and track inspection activities, follow-up, and enforcement activities for annual report.	<input checked="" type="checkbox"/>						
Stormwater Coordinator will conduct or delegate regular inspections of businesses with historical stormwater issues to ensure implementation of BMPs.	<input checked="" type="checkbox"/>						
<b>Achieving Facility Compliance</b>							
If problem identified during an inspection, perform a follow-up site visit or initiate a self-certification process where facility representative certifies in writing that the problem has been fixed.	<input checked="" type="checkbox"/>						
Begin enforcement procedures, if appropriate.	<input checked="" type="checkbox"/>						
<b>Alternative Approach</b>							
Agency may develop and submit for approval to the Regional Board an alternative industrial/commercial business inspection plan.				<input checked="" type="checkbox"/>	Not planning to submit an alternative plan.		

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 PUBLIC INFORMATION AND PARTICIPATION

MUNICIPALITY NAME:

CITY OF BELVEDERE	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b>Coordination with Countywide Program Activities</b>							
The Stormwater Coordinator or a delegate will:							
stay informed about the programs and materials being developed by the Countywide Program by attending Agency Staff Committee meetings;	<input checked="" type="checkbox"/>						
distribute outreach and educational materials to appropriate audiences within the agency's jurisdictions. This includes, but is not limited to schools, volunteer committees, neighborhood community groups, and creek monitoring or other environmental groups.	<input checked="" type="checkbox"/>						
<b>Internal Communication and Training</b>							
<b>City Staff and Officials</b>							
Communicate MCSTOPPP information to stormwater staff and elected officials so they are informed about their role in implementing local and countywide programs.	<input checked="" type="checkbox"/>						
Train new employees.	<input checked="" type="checkbox"/>						
<b>Handling Public Telephone Calls</b>							
Establish procedure for routing stormwater calls to the appropriate staff for handling.	<input checked="" type="checkbox"/>						
Train local agency staff handling calls on established procedures.	<input checked="" type="checkbox"/>						
Promote use of one of the agency's phone numbers to facilitate public reporting of illicit discharges.	<input checked="" type="checkbox"/>						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
PUBLIC INFORMATION AND PARTICIPATION

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>CITY OF BELVEDERE</b>							
<b>Storm Drain Stencils/Signs</b>							
Each agency will have a program installing stencils/signs on publicly owned storm drain inlets.	<input checked="" type="checkbox"/>						
Maintain signs sufficiently so that they are legible.	<input checked="" type="checkbox"/>						
Distribute information about school based outreach and educational materials developed by the Countwide Program to public schools within the agency's jurisdiction (e.g. disseminating information on how to get copies of materials).	<input checked="" type="checkbox"/>						
<b>Local Community Outreach</b>							
Participated in at least three activities annually (agency representing over 50,000 people); two activities annually (agency representing between 5,000 and 50,000 people); or one activity annually (agency representing less than 5,000 people).	<input checked="" type="checkbox"/>						
Consider initiating and supporting a community outreach program.	<input checked="" type="checkbox"/>						
Agencies with creeks will support their local "friends" of the creek group or equivalent program.	<input checked="" type="checkbox"/>						

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

Y = Yes  
N = No  
P = Partial  
NA = Not Applicable

1. Factors to consider in determining appropriateness include appropriate for local population, pollution sources, receiving water concerns, and integration with local management procedures.
2. Assessment Parameters are quantifiable measurements used to measure effectiveness towards achieving the statutory goal of reducing the discharge of pollutants to the maximum extent practicable.

CERTIFICATION STATEMENT  
FOR  
2012-13 MCSTOPPP ANNUAL REPORT DELIVERABLE FORMS  
  
CITY OF BELVEDERE

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 assure 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, to the best of my knowledge and belief, the information submitted is 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.

As required by the San Francisco Bay Regional Water Quality Control Board the local program stormwater reporting forms (performance standards tables), which report the status of each identified measurable goal, are included with the enclosed Annual Report Deliverable Forms. The local program stormwater reporting forms are also maintained and kept current in internal documentation binders. These reporting forms are kept on file at The City Corporation Yard, 85 Lagoon Road, Belvedere, CA 94920, and are available for public review during normal business hours.

  
\_\_\_\_\_  
Mary Neilan  
City Manager

  
\_\_\_\_\_  
Date



**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
MUNICIPAL MAINTENANCE -- CORPORATION YARDS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>TOWN OF CORTE MADERA</b>							
<b>General Standards/Training</b>							
Prepare and maintain a current SWPPP for each facility.	X						
Assign one person for each corp. yard to ensure BMPs are implemented.	X						
Prepare spill containment kits; store in appropriate locations. Conduct annual drills on how to use the kits.	X						
Stencil inlets to storm drainage system.	X						
Conduct annual facility surveys for performance standards compliance.	X						
Post performance standards guidance and BMPs in appropriate areas.	X						
Describe activities to educate staff regarding performance standards in annual report.	X						
Include stormwater performance standards in annual updates of other environmental management plans and review plans with facility users.	X						
<b>General Housekeeping</b>							
Dispose material removed from streets/storm drainage facilities often to eliminate exposure to rainwater and runoff.	X						
Sweep corp. yard at least monthly.	X						
Keep chemical storage areas neat and orderly	X						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
MUNICIPAL MAINTENANCE -- CORPORATION YARDS**

MUNICIPALITY NAME:

<b>TOWN OF CORTE MADERA</b>	<b>Implemented?</b>				<b>If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.</b>	<b>If "No" or "Partial" Indicate your Schedule for Full Compliance</b>	<b>Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule</b>
<b>Performance Standard</b>	<b>Yes</b>	<b>No</b>	<b>Partial</b>	<b>NA</b>			
Stockpile materials away from streets, gutters, storm drain inlets, or water channels when possible.	X						
Inspect the yard at least monthly and during rain events to ensure there are no illicit discharges to the storm drain system.	X						
<b>Refuse Holding Area</b>							
Store material removed from storm drainage facilities/streets on concrete/impermeable pad in contained area. Liquids to sanitary sewer or evaporated. In rainy season, cover area.				X	Materials are not stored on-site. Materials are taken to the Marin Sanitary Service Dump.		
<b>Auxiliary Storage Areas/Yard</b>							
Store chemicals in appropriate areas.	X						
<b>Chemical Storage</b>							
Store paint, chemicals in approved covered containment area. Waste drums closed when not in use; correct labeling; protection from vandalism.	X						
If stored outside, keep containers in containment area with tight-fitting lids, preventing discharge to storm drain or contact with rain.	X						
Review Material Safety Data Sheets (MSDS) to ensure appropriate materials separation.	X						
Review Hazardous Materials Business Plan (HMBP) for requirements.	X						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- CORPORATION YARDS

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>TOWN OF CORTE MADERA</b>							
<b>Chemical Usage</b>							
Ensure safety equipment and spill containment kits readily accessible in chemical areas; inspect safety equipment.	X						
Review Material Safety Data Sheets for proper use.	X						
Minimize use of chemicals.	X						
Recycle/dispose of excess chemicals at approved locations.	X						
Ensure chemical containers have secure lids and transport properly.	X						
Properly remove soils contaminated with spilled materials.	X						
<b>A. Oil-based Paints.</b> Wipe oil-based paints from brushes; use filters, reuse thinners or dispose as hazardous waste.	X						
<b>B. Water-based Paints.</b> Rinse water-based paints out of brushes, discharge to sanitary sewer; dry excess paint to trash; otherwise hazardous waste or recycle.	X						
<b>C. Automotive Fluids.</b> Collect used automotive fluids; dispose or recycle appropriately.	X						
<b>D. Pesticides.</b> Follow California Department of Pesticide Regulations procedures for mixing, application, storage, and recycling requirements.	X						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**MUNICIPAL MAINTENANCE -- CORPORATION YARDS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>TOWN OF CORTE MADERA</b>							
Consider using IPM. Use least toxic methods. Avoid copper-based pesticides and diazinon.	X						
Apply pesticides at appropriate times to minimize runoff.	X						
Mix only as much pesticides as needed. Do not mix or load pesticides near storm drains.	X						
<b>E. Solvent/Cleaning Solutions.</b> Properly recycle/dispose of used solvents/ chemicals.	X						
<b>Washing Vehicles/Equipment</b>							
Clean all vehicles/ equipment on designated wash pad areas that drain to sanitary sewer or recycle. Wash off-site if necessary.	X						
Ensure wash area & sump are large enough so all washwater drains to sanitary sewer or recycling system	X						
Visually monitor wash pad area.	X						
Consider assigning schedules for wash area use.				X	Due to the small size of DPW staff, a schedule for wash area use is not necessary.		
<b>Fuel Dispensing Area</b>							
Store spill containment kits nearby; follow appropriate procedures, use dry cleaning methods if there is a spill.	X						
Train employees in proper fueling, cleaning, and spill response procedures. Conduct annual drills.	X						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
MUNICIPAL MAINTENANCE -- CORPORATION YARDS

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>TOWN OF CORTE MADERA</b>							
<b>Fuel Dispensing Area (Continued)</b>							
Install signs not to "top off" tanks.	X						
Discourage mobile fueling; establish designated areas for it.	X						
Consider covering fuel dispensing areas; no fueling over open ground. Implement Retail Gasoline Outlet BMPs.				X	All refueling is done at a gas station.		
Design fueling area to prevent "run-on" of storm water and runoff of spills.	X						
<b>Fleet Maintenance/Vehicle Parking Areas</b>							
Regularly inspect equipment for leaks. Use drip pans; repair.	X						
Drain and replace fluids in covered shop area or where no connections to storm drains/watercourses or sanitary sewer. Select an easy-to-clean shop area.	X						
Dry sweep area periodically.	X						
Schedule outdoor repair activities for dry weather, if possible.	X						
Clean equipment regularly using proper collection and disposal methods when necessary	X						

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP Action Plan 2010.

NA = Not Applicable

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**MUNICIPAL MAINTENANCE -- LITTER CONTROL**

MUNICIPALITY NAME:

TOWN OF CORTE MADERA	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b>Services</b>							
Provide adequate number of litter receptacles in commercial/other litter source areas.	X						
Pick up litter receptacles frequently to prevent/minimize spillage.	X						
Document/maintain monthly records for:							
Areas targeted for litter removal;	X						
Total amount of material removed.	X						
<b>Education and Enforcement</b>							
Encourage public education to include anti-littering message (composting/ remove & containerize waste/ sweep outdoor areas/ provide municipal green waste program).	X						
Encourage local law enforcement to post signs and enforce anti-littering laws, especially for vacant-lot owners.	X						
Label litter receptacles with anti-littering messages when possible.	X						
Encourage participation in/assist with Coastal Cleanup Day and Earth Day litter removals.	X						
Encourage maintenance crews to report any privately-owned abandoned, leaking vehicles.	X						
<b>Alternative Approaches</b>							
Agency may submit to Regional Board for approval an alternative litter control plan.				X	Not planning to submit an alternative plan.		

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**MUNICIPAL MAINTENANCE -- LITTER CONTROL**

MUNICIPALITY NAME:

<i>TOWN OF CORTE MADERA</i>	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			

NA = Not Applicable

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**MUNICIPAL MAINTENANCE -- OPERATION & MAINTENANCE OF PUMP STATIONS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>TOWN OF CORTE MADERA</b>							
<b>Visual Inspections</b>							
Inspect wet wells or forebays 1/month during the dry season for oil spills or other noticeable pollutant discharge.	X						
Inspect wet wells or forebays 1/week during the wet season, for oil spills or other noticeable pollutant discharge.	X						
<b>Maximize Removal of Pollutants Prior to Discharge</b>							
Conduct at least one comprehensive cleaning of wet wells annually to remove sediment prior to the start of the rainy season to minimize sediment discharge.	X						
Have spill kit readily available if there is a large potential for pollutant discharge.	X						
Contain lubricants, fuel, and batteries to prevent accidental spills to wet wells.	X						
If spill reported/observed, try to remove material at nearest access point. As practical, shut down the pump station if the material may reach it. Prevent spill from discharging if possible.	X						
Track spills upstream to try to locate the source(s). Document spill incidents per illicit discharge program. Implement enforcement as appropriate.	X						
Store oil absorbent materials in appropriate maintenance vehicles.	X						



**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**MUNICIPAL MAINTENANCE -- OPERATION & MAINTENANCE OF PUMP STATIONS**

MUNICIPALITY NAME:

<b>TOWN OF CORTE MADERA</b>	<b>Implemented?</b>				<b>If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.</b>	<b>If "No" or "Partial" Indicate your Schedule for Full Compliance</b>	<b>Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule</b>
<b>Performance Standard</b>	<b>Yes</b>	<b>No</b>	<b>Partial</b>	<b>NA</b>			
<b><i>Disposal</i></b>							
Dispose of screenings at a landfill, sediment where it will not enter storm drain or receiving waters through erosion, and oil-absorbed materials as hazardous waste.	X						
<b><i>Education/ Training</i></b>							
Educate all pump station maintenance personnel about the performance standards. Conduct at least one meeting/year to educate.	X						
Conduct drills as part of the training, as appropriate.	X						

NA = Not Applicable

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- ROAD REPAIR AND MAINTENANCE

MUNICIPALITY NAME:

TOWN OF CORTE MADERA	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b>General Practices</b>							
Schedule excavation and road maintenance activities for dry weather.	X						
Perform major equipment repairs, fueling, and maintenance at corp. yards.	X						
Recycle used oil, concrete, asphalt, etc..	X						
Train employees to use these performance standards annually.	X						
Distribute educational and outreach materials as appropriate to utility contractors seeking encroachment and/or grading permits.	X						
<b>Asphalt/Concrete Removal</b>							
Remove/recycle as much of old pavement as possible.	X						
Protect storm drain inlets before asphalt break-up; clean afterwards.	X						
Block/berm storm drain inlets during saw-cutting; immediately remove any slurry entering storm drain system.	X						
Remove saw-cut slurry before end of each day.	X						
<b>Patching and Resurfacing</b>							
No unprotected stockpiling of materials near storm drain inlets or creeks.	X						
Cover and seal manholes before applying sealants, etc.	X						
Never wash excess material from exposed aggregate concrete, etc. to storm drain; designate unpaved clean up area and proper material disposal area.	X						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**MUNICIPAL MAINTENANCE -- ROAD REPAIR AND MAINTENANCE**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>TOWN OF CORTE MADERA</b>							
Conserve dust control water to avoid runoff.	X						
Sweep up as much material as possible and properly dispose; wash streets only if runoff is controlled/contained.	X						
Clean up all spills and leaks from equipment using "dry" methods. Properly remove contaminated soil; dispose of properly.	X						
After job is complete, remove stockpiles and other extras as soon as possible.	X						
Prevent pollution of storm water runoff around work areas if unexpected rain.	X						
<b><i>Signing and Striping</i></b>							
Store spill absorbent materials on trucks.	X						
Contain, clean up, properly dispose of waste materials per MSDS (Material Safety Data Sheet).	X						
<b><i>Equipment Clean Up/Storage</i></b>							
Flush sprayer paint supply lines at corp. yards; clean up properly.	X						
Clean sprayers, patch and paving equipment at end of day; use approved collection and disposal methods.	X						
Cover sprayers, patch and paving equipment if they contain pollutants to prevent rainfall from transporting pollutants to storm drains.	X						

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
MUNICIPAL MAINTENANCE -- STORM DRAINAGE FACILITIES**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>TOWN OF CORTE MADERA</b>							
<b><i>Routine Inspection and Cleaning</i></b>							
Inspect and clean as necessary storm drainage facilities as directed, preferably, prior to rainy season, or alternate.	X						
When cleaning storm drains, remove maximum amount of material at nearest access point.	X						
<b><i>Record Keeping</i></b>							
Report amount of material removed when cleaning storm drainage facilities in monthly forms.	X						
Document and track spill incidents and coordinate with your illicit discharge control field surveys.	X						
Identify/target storm drain inlet areas requiring more frequent or alternative cleaning and/or public education efforts.	X						
<b><i>Spill Response</i></b>							
Maintenance staff makes appropriate phone calls if they suspect toxic or hazardous material spills.	X						
If non-hazardous, maint. Staff contains spill area immediately; cleans ASAP.	X						
Maintenance staff are aware of around-the-clock response/removal spill procedures for hazardous or unknown materials.	X						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
MUNICIPAL MAINTENANCE -- STORM DRAINAGE FACILITIES**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>TOWN OF CORTE MADERA</b>							
<b><i>Spill Response (Continued)</i></b>							
Establish response/removal spill procedure for after work hours for non-hazardous materials.	X						
Maintenance staff to coordinate with Stormwater Coordinator for appropriate follow-up response.	X						
Work with Fire and Police Departments to provide spill report copies to Stormwater Coordinators.	X						
<b><i>Disposal of Material</i></b>							
Store material removed from storm drainage facilities on impermeable surface (covered during rain) and drain wastewater to sanitary sewer; dispose at appropriate facility.	X						
<b><i>Alternative Approach</i></b>							
Agency may develop and submit to the Regional Board for approval an alternative storm drain facility pollution control plan.				X	Not planning to submit an alternative plan.		

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
MUNICIPAL MAINTENANCE -- STREET SWEEPING

MUNICIPALITY NAME:

<b>TOWN OF CORTE MADERA</b>	<b>Implemented?</b>				<b>If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.</b>	<b>If "No" or "Partial" Indicate your Schedule for Full Compliance</b>	<b>Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule</b>
<b>Performance Standard</b>	<b>Yes</b>	<b>No</b>	<b>Partial</b>	<b>NA</b>			
<b><i>Street Sweeping Frequency</i></b>							
Clean streets according to Action Plan 2010 schedule	X						
<b><i>Problems Associated with Efficient Street Cleaning</i></b>							
Getting Parked/Abandoned Vehicles Off Streets	X						
Maintain consistent sweeping schedule.	X						
Measures to keep curbed areas clear during cleaning.	X						
Removing leaves during leaf season	X						
Analyze alternatives; develop leaf removal program.	X						
Encourage residents to collect and compost leaves through green waste program or coordinate with local/regional composting program.	X						
Trees near streets	X						
Provide operators with resources to report trees interfering with cleaning.	X						
<b><i>Street Cleaning Operation to Maximize Pollutant Removal</i></b>							
Quality of clean streets: no dirt trails/debris.	X						
Check street cleaning equipment for proper adjustment.	X						
Operate equipment at manufacturer's specified speed.	X						
<b><i>Street Cleaning Maintenance to Maximize Pollution Removal</i></b>							
Regularly inspect and maintain equipment.	X						
Replace worn components as required to maximize efficiency.	X						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
MUNICIPAL MAINTENANCE -- STREET SWEEPING

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>TOWN OF CORTE MADERA</b>							
<b>Spill Response</b>							
Report spills observed on streets immediately.	X						
Respond to spills per Storm Drain Facility Performance Standards	X						
<b>Record Keeping</b>							
Track cleaning mileage.	X						
Track volume or weight of material removed each cleaning day.	X						
Report number of curb miles swept in monthly forms.	X						
Identify and target areas for:							
more frequent cleaning	X						
efforts to remove vehicles.	X						
education efforts to discourage illegal dumping, etc.	X						
Document/track areas where spills were reported and coordinate with agency's illicit discharge control field surveys.	X						
<b>Contract Sweepers</b>							
Specify in contracts that compliance with these performance standards will be achieved.	X						
Specify in contracts that back up equipment must be available.	X						
Specify in contracts that all record keeping information will be provided.	X						
<b>Education /Training</b>							
Train staff and contractors annually to identify and report illicit discharges.	X						
Train staff and contractors to comply with street sweeping performance standards.	X						

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- STREET SWEEPING

MUNICIPALITY NAME:

TOWN OF CORTE MADERA	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			

NA = Not Applicable



**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**ILLICIT DISCHARGE CONTROL**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>TOWN OF CORTE MADERA</b>							
<b><i>Prepare for Illicit Discharge Screening and Investigations</i></b>							
Stormwater Coordinator conducts or delegates the following:							
Receive information on non-stormwater discharge reports;	X						
Assure illicit discharges follow-up, elimination, and clean up are conducted.	X						
Provide staff with information on illicit discharge source identification and elimination status;	X						
Make sure required reporting is completed.	X						
Distribute information to management and elected officials about resources needed to implement the performance standards.	X						
Facilitate performance standards implementation.	X						
Share local activities/findings with ASC.	X						
Train appropriate maintenance and field staff to recognize illicit discharges and response procedures.	X						
Train staff assigned to conduct illicit discharge investigations.	X						
Develop map of outfalls.	X						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
*ILLICIT DISCHARGE CONTROL*

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
Develop maps of complete storm drain system for use to trace illicit discharges.	X						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**ILLICIT DISCHARGE CONTROL**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>TOWN OF CORTE MADERA</b>							
<b>Conduct Field Screening</b>							
Identify evidence of illicit discharges while maintenance and field staff are conducting other routine work. Report any evidences of illicit discharges to Stormwater Coordinator.	X						
<b>Conduct Field Investigations</b>							
Verify whether an illicit discharge has occurred upon receiving information/ report of such. Initiate follow-up within 24 hours from receipt of report.	X						
Find source of illicit discharge and eliminate it. Trace source(s); record and maintain findings.	X						
Continue to inspect/follow-up illicit discharges until: source is found and eliminated or discharge has stopped and source cannot be traced.	X						
If agency identifies ≥3 illicit discharges in a fiscal year in an area served by major outfall(s), provide additional investigations in area served by outfall. Investigations to include 1+ of following:							
Periodic above-ground surveillance	X						
Additional business inspections	X						
Additional periodic investigations of outfalls, creeks, and open channels	X						
Additional targeted education outreach in area.	X						
<b>Follow-up To Field Screening and Investigations</b>							
<b>Follow-up activities:</b>							

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**ILLICIT DISCHARGE CONTROL**

MUNICIPALITY NAME:

<i>TOWN OF CORTE MADERA</i>	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
When a party responsible for an illicit discharge is found, provide the party with: educational information about impacts, describing BMPs, local stormwater ordinance requirements, and options for proper discharge/disposal. If party not found, distribute educational materials to those in the immediate vicinity.	X						
Distribute appropriate educational and BMP information to business to which discharge has been traced.	X						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**ILLICIT DISCHARGE CONTROL**

MUNICIPALITY NAME:

TOWN OF CORTE MADERA	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b><i>Follow-up To Field Screening and Investigations - Continued</i></b>							
Begin enforcement procedures, if appropriate.	X						
Ensure that the goal of follow-up investigations is to stop the illicit discharge(s) as soon as practicable.	X						
<b><i>Procedures for Spill Prevention, Containment, and Response</i></b>							
Stormwater Coordinator will conduct or delegate the following:							
Investigate and record spill report/complaints.	X						
Become familiar with existing spill prevention, containment, response, and clean-up programs in the jurisdiction.	X						
Coordinate illicit discharge prevention, elimination, and clean-up activities with the spill prevention, containment, response, and clean-up programs.	X						
Establish a mechanism for obtaining information about spill incidents from other agencies and departments within the municipality so that source identification and follow-up activities can be coordinated.	X						
<b><i>Document and Report Completion</i></b>							
Document number and types of illicit discharge incidents reported and follow-up actions conducted (not including automobile accident fluid spills).	X						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**ILLICIT DISCHARGE CONTROL**

MUNICIPALITY NAME:

<b>TOWN OF CORTE MADERA</b>	<b>Implemented?</b>				<b>If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.</b>	<b>If "No" or "Partial" Indicate your Schedule for Full Compliance</b>	<b>Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule</b>
<b>Performance Standard</b>	<b>Yes</b>	<b>No</b>	<b>Partial</b>	<b>NA</b>			
Track number of screening points monitored; number of illicit discharges identified as part of outfall monitoring activities; number of illicit discharge reported by other agency staff and the public; and follow-up activities.	X						
<b>Alternative Approaches</b>							
Agency may develop and submit to the Regional Board an alternative illicit discharge control and elimination plan.				X	Not planning to submit an alternative plan.		

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS**

MUNICIPALITY NAME:

TOWN OF CORTE MADERA	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b><i>Development Plan Review and Permitting</i></b>							
Have adequate legal authority to implement stormwater quality control measures for development, redevelopment, and construction activities as part of development plan review and approval process.	X						
Incorporate policies and implementation measures into the General Plan to help preserve and enhance water quality and protect sensitive areas. Adopt General Plan amendments as part of upcoming/current General Plan review cycle.	X						
Require environmental documents for projects under CEQA or NEPA review to address significant and cumulative stormwater quality impacts over the project life, and specific construction and post-construction mitigation measures.	X						
Require developers/owners/builders to control stormwater quality impacts by using appropriate construction and permanent best management practices. Require projects with significant stormwater pollution potential to avoid, minimize, and mitigate the potential adverse impacts. Require developers/ owners/builders of projects with permanent structural stormwater controls to ensure ongoing operation and maintenance of the controls as part of project approval.	X						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS**

MUNICIPALITY NAME:

TOWN OF CORTE MADERA	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<i>Development Plan Review and Permitting (cont.)</i>							
Require developers/owners/ builders to control stormwater quality impacts of their projects by using appropriate BMPs during construction activities.	X						
Require developers/owners/ builders of projects with potential for significant erosion and planned construction activity during the wet season to prepare and implement an effective erosion and sediment control plan, or similar document, prior to the start of the wet season.	X						
Require developers/owners/ builders of projects that disturb land area of one acre or more to demonstrate coverage under the State NPDES Stormwater Construction General Permit (CGP).	X						
Ensure municipal capital improvement projects also include stormwater quality control measures during and after construction, as appropriate for each project.	X						
Require developers and owner/builders of projects that disturb a land area of one acre or more that have obtained coverage under the State Construction General Permit to submit a copy of NOI to keep on file.	X						



**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS**

MUNICIPALITY NAME:

<b>TOWN OF CORTE MADERA</b>	<b>Implemented?</b>				<b>If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.</b>	<b>If "No" or "Partial" Indicate your Schedule for Full Compliance</b>	<b>Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule</b>
<b>Performance Standard</b>	<b>Yes</b>	<b>No</b>	<b>Partial</b>	<b>NA</b>			
Consider adopting a model ordinance that would require site planning or design practices and/or post construction controls to protect water quality, such as the controls described in the <i>Start at the Source</i> (BASMAA, 1999) manual.	X						
<b><i>Additional Erosion and Sediment Controls</i></b>							
Maintain an erosion and sediment control program that includes requirements for minimum BMPs, sufficient enforcement authority, training and tools for inspectors, and information for developers and contractors.	X						
As a condition for issuing a grading permit, require developers/owners/ builders to prepare, submit for review and approval, and implement an effective erosion and sediment control (ESC) plan or similar administrative document that contains ESC provisions.	X						
Consider adopting a model ordinance that would require site planning or design practices and/or post construction controls to protect water quality, such as the controls described in the <i>Start at the Source</i> (BASMAA, 1999) manual.	X						
<b><i>Construction Inspection</i></b>							
Through a construction inspection process, require construction contractors to properly store, use, and dispose of construction materials, chemicals, and wastes from construction sites and prevent illicit discharges to storm drains and watercourses.	X						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS**

MUNICIPALITY NAME:

<b>TOWN OF CORTE MADERA</b>	<b>Implemented?</b>				<b>If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.</b>	<b>If "No" or "Partial" Indicate your Schedule for Full Compliance</b>	<b>Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule</b>
<b>Performance Standard</b>	<b>Yes</b>	<b>No</b>	<b>Partial</b>	<b>NA</b>			
<b>Construction Inspection (cont.)</b>							
Through the construction inspection process, for development projects with significant erosion potential, require that erosion and sediment control measures are implemented through a construction inspection process, in accordance with local ordinances and project COA's. Require measures to be maintained as needed during construction.	X						
Oversee the inspection of construction sites for adequacy of stormwater quality control measures on a regular basis, including inspection of permanent structural control measures. Base inspection frequency on: project's potential impact to stormwater quality; project size; site topography and soil characteristics; season in which construction phase occurs; and nature of construction activity.	X						
Require that each active construction site be stabilized prior to the beginning of the wet season to minimize erosion and discharges of sediment from disturbed areas. Oversee the inspection of these sites to make sure requirements are being met.	X						
During the wet season, oversee the inspection of all construction sites with ESC following each major storm event.	X						
<b>Education and Outreach</b>							
Train, at least annually, staff from planning, building, and other public works staff on planning procedures, policies, design guidelines, and BMPs for stormwater pollution prevention and control.	X						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS**

MUNICIPALITY NAME:

TOWN OF CORTE MADERA	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b>Education and Outreach (cont.)</b>							
Train, at least annually, construction inspection staff on inspection procedures, documentation, and enforcement related to stormwater pollution prevention.	X						
Distribute appropriate educational and training materials to agency staff, contractors, construction site operators, developers, and owner/builders. Distribute information and guidance materials to developers/owners/builders early in the application or design review process, as appropriate.	X						
Distribute appropriate educational and outreach materials provided by the Regional Board to utility contractors seeking encroachment and/or grading permits from the municipality.	X						

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**INDUSTRIAL AND COMMERCIAL DISCHARGE CONTROLS**

MUNICIPALITY NAME:

TOWN OF CORTE MADERA	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b>Targeting Inspections to Achieve the Most Benefit</b>							
Develop and update a business inspection plan describing:							
inspecting agency/department	X						
the agency/department conducting stormwater follow-up/enforcement	X						
how information will be coordinated among agencies/departments	X						
Priorities for inspecting businesses; identify target businesses with high discharge potential.	X						
Inspect and distribute appropriate BMP information to all businesses that impact stormwater quality at least once during <i>Action Plan</i> period (5 years).	X						
Inspect and distribute appropriate BMP information to target businesses within jurisdiction.	X						
Educate business owners and operators about stormwater pollution prevention, separate from the inspection program.	X						
Respond to complaints/ referrals concerning a facility.	X						
Reevaluate your agency's priorities for inspecting businesses and update business inspection plan as needed.	X						
<b>Preparing for Inspections</b>							
Train facility inspectors so that each inspector can conduct effective stormwater inspections.	X						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**INDUSTRIAL AND COMMERCIAL DISCHARGE CONTROLS**

MUNICIPALITY NAME:

TOWN OF CORTE MADERA	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b>Preparing for Inspections (cont.)</b>							
Stormwater Coordinator will be responsible for being familiar with: stormwater regulations and requirements; impacts of non-stormwater discharges to water bodies; inspection techniques and procedures; follow-up and enforcement procedures; and stormwater BMPs. Stormwater Coordinator will obtain ongoing training to support inspection activities and program implementation.	X						
<b>Conducting Inspections</b>							
Inspectors review facility layout to locate storm drain system/ stormwater drainage path	X						
Inspectors review/inspect the following for potential to discharge pollutants or exposure to runoff:							
Outdoor process/ manufacturing areas	X						
Outdoor material storage areas	X						
Outdoor waste storage and disposal areas	X						
Outdoor vehicle and heavy equipment storage and maintenance areas	X						
Outdoor parking areas and access roads	X						
Outdoor wash areas	X						
Surface discharge outlets from rooftop equipment; and	X						
Outdoor drainage from indoor areas	X						
Inspectors notify Stormwater Coordinator of potential to discharge pollutants from non-stormwater discharges and pollutant exposure to stormwater from a business.	X						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**INDUSTRIAL AND COMMERCIAL DISCHARGE CONTROLS**

MUNICIPALITY NAME:

TOWN OF CORTE MADERA	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b>Conducting Inspections (cont.)</b>							
When a business that impacts stormwater quality is identified, Stormwater Coordinator will conduct or delegate:							
Communicate stormwater requirements	X						
Distribute BMP information, educational materials, and referrals to facility representatives, and ask about employee training.	X						
Inform the facility representative of problems/violations found and discuss, establish a correction schedule, and follow up.	X						
Document and track inspection activities, follow-up, and enforcement activities for annual report.	X						
Stormwater Coordinator will conduct or delegate regular inspections of businesses with historical stormwater issues to ensure implementation of BMPs.	X						
<b>Achieving Facility Compliance</b>							
If problem identified during an inspection, perform a follow-up site visit or initiate a self-certification process where facility representative certifies in writing that the problem has been fixed.	X						
Begin enforcement procedures, if appropriate.	X						
<b>Alternative Approach</b>							
Agency may develop and submit for approval to the Regional Board an alternative industrial/commercial business inspection plan.				X	Not planning to submit an alternative plan.		

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**INDUSTRIAL AND COMMERCIAL DISCHARGE CONTROLS**

MUNICIPALITY NAME:

TOWN OF CORTE MADERA	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			

NA = Not Applicable

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
PUBLIC INFORMATION AND PARTICIPATION**

MUNICIPALITY NAME:

<b>TOWN OF CORTE MADERA</b>	<b>Implemented?</b>				<b>If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.</b>	<b>If "No" or "Partial" Indicate your Schedule for Full Compliance</b>	<b>Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule</b>
<b>Performance Standard</b>	<b>Yes</b>	<b>No</b>	<b>Partial</b>	<b>NA</b>			
<b>Coordination with Countywide Program Activities</b>							
The Stormwater Coordinator or a delegate will:							
stay informed about the programs and materials being developed by the Countywide Program by attending Agency Staff Committee meetings;	X						
distribute outreach and educational materials to appropriate audiences within the agency's jurisdictions. This includes, but is not limited to schools, volunteer committees, neighborhood community groups, and creek monitoring or other environmental groups.	X						
<b>Internal Communication and Training</b>							
<b>City Staff and Officials</b>							
Communicate MCSTOPPP information to stormwater staff and elected officials so they are informed about their role in implementing local and countywide programs.	X						
Train new employees.	X						
<b>Handling Public Telephone Calls</b>							
Establish procedure for routing stormwater calls to the appropriate staff for handling.	X						
Train local agency staff handling calls on established procedures.	X						
Promote use of one of the agency's phone numbers to facilitate public reporting of illicit discharges.	X						



**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**PUBLIC INFORMATION AND PARTICIPATION**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>TOWN OF CORTE MADERA</b>							
<b>Storm Drain Stencils/Signs</b>							
Each agency will have a program installing stencils/signs on publicly owned storm drain inlets.	X						
Maintain signs sufficiently so that they are legible.	X						
<b>Coordination with Public Schools (K-12)</b>							
Distribute information about school based outreach and educational materials developed by the Countwide Program to public schools within the agency's jurisdiction (e.g. disseminating information on how to get copies of materials).	X						
<b>Local Community Outreach</b>							
Participated in at least three activities annually (agency representing over 50,000 people); two activities annually (agency representing between 5,000 and 50,000 people); or one activity annually (agency representing less than 5,000 people).	X						
Consider initiating and supporting a community outreach program.	X						
Agencies with creeks will support their local "friends" of the creek group or equivalent program.	X						

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

Y = Yes  
 N = No  
 P = Partial  
 NA = Not Applicable

- Factors to consider in determining appropriateness include appropriate for local population, pollution sources, receiving water concerns, and integration with local management procedures.
- Assessment Parameters are quantifiable measurements used to measure effectiveness towards achieving the statutory goal of reducing the discharge of pollutants to the maximum extent practicable.



THE TOWN OF  
CORTE MADERA  
MARIN COUNTY CALIFORNIA

300 TAMALPAIS DRIVE  
CORTE MADERA, CA  
94925-1418

[www.ci.corte-madera.ca.us](http://www.ci.corte-madera.ca.us)

TOWN MANAGER  
TOWN COUNCIL  
415-927-5050

TOWN CLERK  
415-927-5086

FINANCE / BUS. LICENSE  
415-927-5055

FIRE DEPARTMENT  
415-927-5077

PLANNING / ZONING  
415-927-5064

BUILDING INSPECTOR  
415-927-5062

TOWN ENGINEER  
PUBLIC WORKS  
415-927-5057

RECREATION DEPARTMENT  
415-927-5072

SANITARY DISTRICT NO. 2  
415-927-5057

TWIN CITIES POLICE AUTHORITY  
415-927-5150

CERTIFICATION STATEMENT  
FOR  
2012-13 MCSTOPPP ANNUAL REPORT DELIVERABLE FORMS

TOWN OF CORTE MADERA

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 assure 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, to the best of my knowledge and belief, the information submitted is 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.

As required by the San Francisco Bay Regional Water Quality Control Board the local program stormwater reporting forms (performance standards tables), which report the status of each identified measurable goal, are included with the enclosed Annual Report Deliverable Forms. The local program stormwater reporting forms are also maintained and kept current in internal documentation binders. These reporting forms are kept on file at Attn: Town Clerk, 300 Tamalpais Drive, Corte Madera, CA 94925 and are available for public review during normal business hours.

David Bracken  
Town Manager

6/5/13  
Date

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**MUNICIPAL MAINTENANCE -- CORPORATION YARDS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>County of Marin</i>							
<b>General Standards/Training</b>							
Prepare and maintain a current SWPPP for each facility.	X						
Assign one person for each corp. yard to ensure BMPs are implemented.	X						
Prepare spill containment kits; store in appropriate locations. Conduct annual drills on how to use the kits.	X						
Stencil inlets to storm drainage system.	X						
Conduct annual facility surveys for performance standards compliance.	X						
Post performance standards guidance and BMPs in appropriate areas.	X						
Describe activities to educate staff regarding performance standards in annual report.	X						
Include stormwater performance standards in annual updates of other environmental management plans and review plans with facility users.	X						
<b>General Housekeeping</b>							
Dispose material removed from streets/storm drainage facilities often to eliminate exposure to rainwater and runoff.	X						
Sweep corp. yard at least monthly.	X						
Keep chemical storage areas neat and orderly	X						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- CORPORATION YARDS

MUNICIPALITY NAME:

<i>County of Marin</i>	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
Stockpile materials away from streets, gutters, storm drain inlets, or water channels when possible.	X						
Inspect the yard at least monthly and during rain events to ensure there are no illicit discharges to the storm drain system.	X						
<b>Refuse Holding Area</b>							
Store material removed from storm drainage facilities/streets on concrete/impermeable pad in contained area. Liquids to sanitary sewer or evaporated. In rainy season, cover area.	X						
<b>Auxiliary Storage Areas/Yard</b>							
Store chemicals in appropriate areas.	X						
<b>Chemical Storage</b>							
Store paint, chemicals in approved covered containment area. Waste drums closed when not in use; correct labeling; protection from vandalism.	X						
If stored outside, keep containers in containment area with tight-fitting lids, preventing discharge to storm drain or contact with rain.	X						
Review Material Safety Data Sheets (MSDS) to ensure appropriate materials separation.	X						
Review Hazardous Materials Business Plan (HMBP) for requirements.	X						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- CORPORATION YARDS

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>County of Marin</i>							
<b>Chemical Usage</b>							
Ensure safety equipment and spill containment kits readily accessible in chemical areas; inspect safety equipment.	X						
Review Material Safety Data Sheets for proper use.	X						
Minimize use of chemicals.	X						
Recycle/dispose of excess chemicals at approved locations.	X						
Ensure chemical containers have secure lids and transport properly.	X						
Properly remove soils contaminated with spilled materials.	X						
<b>A. Oil-based Paints.</b> Wipe oil-based paints from brushes; use filters, reuse thinners or dispose as hazardous waste.				X	The County does not use oil-based paints.		
<b>B. Water-based Paints.</b> Rinse water-based paints out of brushes, discharge to sanitary sewer; dry excess paint to trash; otherwise hazardous waste or recycle.	X						
<b>C. Automotive Fluids.</b> Collect used automotive fluids; dispose or recycle appropriately.	X						
<b>D. Pesticides.</b> Follow California Department of Pesticide Regulations procedures for mixing, application, storage, and recycling requirements.	X						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- CORPORATION YARDS

MUNICIPALITY NAME:

<i>County of Marin</i>	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
Consider using IPM. Use least toxic methods. Avoid copper-based pesticides and diazinon.	X						
Apply pesticides at appropriate times to minimize runoff.	X						
Mix only as much pesticides as needed. Do not mix or load pesticides near storm drains.	X						
<b>E. Solvent/Cleaning Solutions.</b> Properly recycle/dispose of used solvents/ chemicals.	X						
<b>Washing Vehicles/Equipment</b>							
Clean all vehicles/ equipment on designated wash pad areas that drain to sanitary sewer or recycle. Wash off-site if necessary.	X						
Ensure wash area & sump are large enough so all washwater drains to sanitary sewer or recycling system	X						
Visually monitor wash pad area.	X						
Consider assigning schedules for wash area use.	X						
<b>Fuel Dispensing Area</b>							
Store spill containment kits nearby; follow appropriate procedures, use dry cleaning methods if there is a spill.	X						
Train employees in proper fueling, cleaning, and spill response procedures. Conduct annual drills.	X						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- CORPORATION YARDS

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>County of Marin</i>							
<b>Fuel Dispensing Area (Continued)</b>							
Install signs not to "top off" tanks.	X						
Discourage mobile fueling; establish designated areas for it.	X						
Consider covering fuel dispensing areas; no fueling over open ground. Implement Retail Gasoline Outlet BMPs.	X						
Design fueling area to prevent "run-on" of storm water and runoff of spills.	X						
<b>Fleet Maintenance/Vehicle Parking Areas</b>							
Regularly inspect equipment for leaks. Use drip pans; repair.	X						
Drain and replace fluids in covered shop area or where no connections to storm drains/watercourses or sanitary sewer. Select an easy-to-clean shop area.	X						
Dry sweep area periodically.	X						
Schedule outdoor repair activities for dry weather, if possible.	X						
Clean equipment regularly using proper collection and disposal methods when necessary	X						

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP Action Plan 2010.

NA = Not Applicable

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**MUNICIPAL MAINTENANCE -- LITTER CONTROL**

MUNICIPALITY NAME:

<i>County of Marin</i>	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b>Services</b>							
Provide adequate number of litter receptacles in commercial/other litter source areas.	X						
Pick up litter receptacles frequently to prevent/minimize spillage.	X						
Document/maintain monthly records for:							
Areas targeted for litter removal;	X						
Total amount of material removed.	X						
<b>Education and Enforcement</b>							
Encourage public education to include anti-littering message (composting/ remove & containerize waste/ sweep outdoor areas/ provide municipal green waste program).	X						
Encourage local law enforcement to post signs and enforce anti-littering laws, especially for vacant-lot owners.	X						
Label litter receptacles with anti-littering messages when possible.	X						
Encourage participation in/assist with Coastal Cleanup Day and Earth Day litter removals.	X						
Encourage maintenance crews to report any privately-owned abandoned, leaking vehicles.	X						
<b>Alternative Approaches</b>							
Agency may submit to Regional Board for approval an alternative litter control plan.				X	Not planning to submit an alternative plan.		

NA = Not Applicable



MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- OPERATION & MAINTENANCE OF PUMP STATIONS

MUNICIPALITY NAME:

County of Marin	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b>Visual Inspections</b>							
Inspect wet wells or forebays 1/month during the dry season for oil spills or other noticeable pollutant discharge.	X						
Inspect wet wells or forebays 1/week during the wet season, for oil spills or other noticeable pollutant discharge.	X						
<b>Maximize Removal of Pollutants Prior to Discharge</b>							
Conduct at least one comprehensive cleaning of wet wells annually to remove sediment prior to the start of the rainy season to minimize sediment discharge.	X						
Have spill kit readily available if there is a large potential for pollutant discharge.	X						
Contain lubricants, fuel, and batteries to prevent accidental spills to wet wells.	X						
If spill reported/observed, try to remove material at nearest access point. As practical, shut down the pump station if the material may reach it. Prevent spill from discharging if possible.	X						
Track spills upstream to try to locate the source(s). Document spill incidents per illicit discharge program. Implement enforcement as appropriate.	X						
Store oil absorbent materials in appropriate maintenance vehicles.	X						
<b>Disposal</b>							
Dispose of screenings at a landfill, sediment where it will not enter storm drain or receiving waters through erosion, and oil-absorbed materials as hazardous waste.	X						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- OPERATION & MAINTENANCE OF PUMP STATIONS

MUNICIPALITY NAME:

<i>County of Marin</i>	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b><i>Education/ Training</i></b>							
Educate all pump station maintenance personnel about the performance standards. Conduct at least one meeting/year to educate.	X						
Conduct drills as part of the training, as appropriate.	X						

NA = Not Applicable

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**MUNICIPAL MAINTENANCE -- ROAD REPAIR AND MAINTENANCE**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>County of Marin</b>							
<b>General Practices</b>							
Schedule excavation and road maintenance activities for dry weather.	X						
Perform major equipment repairs, fueling, and maintenance at corp. yards.	X						
Recycle used oil, concrete, asphalt, etc..	X						
Train employees to use these performance standards annually.	X						
Distribute educational and outreach materials as appropriate to utility contractors seeking encroachment and/or grading permits.	X						
<b>Asphalt/Concrete Removal</b>							
Remove/recycle as much of old pavement as possible.	X						
Protect storm drain inlets before asphalt break-up; clean afterwards.	X						
Block/berm storm drain inlets during saw-cutting; immediately remove any slurry entering storm drain system.	X						
Remove saw-cut slurry before end of each day.	X						
<b>Patching and Resurfacing</b>							
No unprotected stockpiling of materials near storm drain inlets or creeks.	X						
Cover and seal manholes before applying sealants, etc.	X						
Never wash excess material from exposed aggregate concrete, etc. to storm drain; designate unpaved clean up area and proper material disposal area.	X						
Conserve dust control water to avoid runoff.	X						
Sweep up as much material as possible and properly dispose; wash streets only if runoff is controlled/contained.	X						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**MUNICIPAL MAINTENANCE -- ROAD REPAIR AND MAINTENANCE**

MUNICIPALITY NAME:

<i>County of Marin</i>	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
Clean up all spills and leaks from equipment using "dry" methods. Properly remove contaminated soil; dispose of properly.	X						
After job is complete, remove stockpiles and other extras as soon as possible.	X						
Prevent pollution of storm water runoff around work areas if unexpected rain.	X						
<b><i>Signing and Striping</i></b>							
Store spill absorbent materials on trucks.	X						
Contain, clean up, properly dispose of waste materials per MSDS (Material Safety Data Sheet).	X						
<b><i>Equipment Clean Up/Storage</i></b>							
Flush sprayer paint supply lines at corp. yards; clean up properly.	X						
Clean sprayers, patch and paving equipment at end of day; use approved collection and disposal methods.	X						
Cover sprayers, patch and paving equipment if they contain pollutants to prevent rainfall from transporting pollutants to storm drains.	X						

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**MUNICIPAL MAINTENANCE -- STORM DRAINAGE FACILITIES**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>County of Marin</i>							
<b><i>Routine Inspection and Cleaning</i></b>							
Inspect and clean as necessary storm drainage facilities as directed, preferably, prior to rainy season, or alternate.	X						
When cleaning storm drains, remove maximum amount of material at nearest access point.	X						
<b><i>Record Keeping</i></b>							
Report amount of material removed when cleaning storm drainage facilities in monthly forms.	X						
Document and track spill incidents and coordinate with your illicit discharge control field surveys.	X						
Identify/target storm drain inlet areas requiring more frequent or alternative cleaning and/or public education efforts.	X						
<b><i>Spill Response</i></b>							
Maintenance staff makes appropriate phone calls if they suspect toxic or hazardous material spills.	X						
If non-hazardous, maint. Staff contains spill area immediately; cleans ASAP.	X						
Maintenance staff are aware of around-the-clock response/removal spill procedures for hazardous or unknown materials.	X						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**MUNICIPAL MAINTENANCE -- STORM DRAINAGE FACILITIES**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>County of Marin</i>							
<b>Spill Response (Continued)</b>							
Establish response/removal spill procedure for after work hours for non-hazardous materials.	X						
Maintenance staff to coordinate with Stormwater Coordinator for appropriate follow-up response.	X						
Work with Fire and Police Departments to provide spill report copies to Stormwater Coordinators.	X						
<b>Disposal of Material</b>							
Store material removed from storm drainage facilities on impermeable surface (covered during rain) and drain wastewater to sanitary sewer; dispose at appropriate facility.	X						
<b>Alternative Approach</b>							
Agency may develop and submit to the Regional Board for approval an alternative storm drain facility pollution control plan.				X	Not planning to submit an alternative plan.		

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable

MARIN COUNTY STOMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- STREET SWEEPING

MUNICIPALITY NAME:

County of Marin							
Performance Standard	Yes	No	Partial	NA	If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
<b>Street Sweeping Frequency</b>							
Clean streets according to Action Plan 2010 schedule	X						
<b>Problems Associated with Efficient Street Cleaning</b>							
Getting Parked/Abandoned Vehicles Off Streets	X						
Maintain consistent sweeping schedule.	X						
Measures to keep curbed areas clear during cleaning.	X						
Removing leaves during leaf season	X						
Analyze alternatives; develop leaf removal program.	X						
Encourage residents to collect and compost leaves through green waste program or coordinate with local/regional composting program.	X						
Trees near streets	X						
Provide operators with resources to report trees interfering with cleaning.	X						
<b>Street Cleaning Operation to Maximize Pollutant Removal</b>							
Quality of clean streets: no dirt trails/debris.	X						
Check street cleaning equipment for proper adjustment.	X						
Operate equipment at manufacturer's specified speed.	X						
<b>Street Cleaning Maintenance to Maximize Pollution Removal</b>							
Regularly inspect and maintain equipment.	X						
Replace worn components as required to maximize efficiency.	X						

MARIN COUNTY STOMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- STREET SWEEPING

MUNICIPALITY NAME:

County of Marin							
Performance Standard	Yes	No	Partial	NA	If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
<b>Spill Response</b>							
Report spills observed on streets immediately.	X						
Respond to spills per Storm Drain Facility Performance Standards	X						
<b>Record Keeping</b>							
Track cleaning mileage.	X						
Track volume or weight of material removed each cleaning day.	X						
Report number of curb miles swept in monthly forms.	X						
Identify and target areas for:							
more frequent cleaning	X						
efforts to remove vehicles.	X						
education efforts to discourage illegal dumping, etc.	X						
Document/track areas where spills were reported and coordinate with agency's illicit discharge control field surveys.	X						
<b>Contract Sweepers</b>							
Specify in contracts that compliance with these performance standards will be achieved.			X		Waste Management has hired a consultant to revise contracts to include specific Performance Standard language. The sweeping contractors already sweep for other Marin municipalities and are already familiar with these standards.	Contracts are expected to be revised in FY 2013-2014.	
Specify in contracts that back up equipment must be available.			X		Waste Management has hired a consultant to revise contracts to include specific Performance Standard language. The sweeping contractors already sweep for other Marin municipalities and are already familiar with these standards.	Contracts are expected to be revised in FY 2013-2014.	



MARIN COUNTY STOMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**MUNICIPAL MAINTENANCE -- STREET SWEEPING**

MUNICIPALITY NAME:

<i>County of Marin</i>							
Performance Standard	Yes	No	Partial	NA	If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Specify in contracts that all record keeping information will be provided.			X		Waste Management has hired a consultant to revise contracts to include specific Performance Standard language. The sweeping contractors already sweep for other Marin municipalities and are already familiar with these standards.	Contracts are expected to be revised in FY 2013-2014.	
<b>Education /Training</b>							
Train staff and contractors annually to identify and report illicit discharges.	X						
Train staff and contractors to comply with street sweeping performance standards.	X						

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**ILLICIT DISCHARGE CONTROL**

MUNICIPALITY NAME:

County of Marin	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b>Prepare for Illicit Discharge Screening and Investigations</b>							
Stormwater Coordinator conducts or delegates the following:							
Receive information on non-stormwater discharge reports;	X						
Assure illicit discharges follow-up, elimination, and clean up are conducted.	X						
Provide staff with information on illicit discharge source identification and elimination status;	X						
Make sure required reporting is completed.	X						
Distribute information to management and elected officials about resources needed to implement the performance standards.	X						
Facilitate performance standards implementation.	X						
Share local activities/findings with ASC.	X						
Train appropriate maintenance and field staff to recognize illicit discharges and response procedures.	X						
Train staff assigned to conduct illicit discharge investigations.	X						
Develop map of outfalls.			X		As of 7/1/13, SW and Flood Control staff are mapping the system.	Continue until unincorporated, urbanized areas are complete. Complete according to new Phase II permit requirements.	
Develop maps of complete storm drain system for use to trace illicit discharges.			X		As of 7/1/13, SW and Flood Control staff are mapping the system.	Continue until unincorporated, urbanized areas are complete. Estimated completion date June 2018.	

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**ILLCIT DISCHARGE CONTROL**

MUNICIPALITY NAME:

<i>County of Marin</i>	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b>Conduct Field Screening</b>							
Identify evidence of illicit discharges while maintenance and field staff are conducting other routine work. Report any evidences of illicit discharges to Stormwater Coordinator.	X						
<b>Conduct Field Investigations</b>							
Verify whether an illicit discharge has occurred upon receiving information/ report of such. Initiate follow-up within 24 hours from receipt of report.	X						
Find source of illicit discharge and eliminate it. Trace source(s); record and maintain findings.	X						
Continue to inspect/follow-up illicit discharges until: source is found and eliminated or discharge has stopped and source cannot be traced.	X						
If agency identifies $\geq 3$ illicit discharges in a fiscal year in an area served by major outfall(s), provide additional investigations in area served by outfall. Investigations to include 1+ of following:							
Periodic above-ground surveillance	X						
Additional business inspections	X						
Additional periodic investigations of outfalls, creeks, and open channels	X						
Additional targeted education outreach in area.	X						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**ILLICIT DISCHARGE CONTROL**

MUNICIPALITY NAME:

<i>County of Marin</i>	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b><i>Follow-up To Field Screening and Investigations</i></b>							
<b>Follow-up activities:</b>							
When a party responsible for an illicit discharge is found, provide the party with: educational information about impacts, describing BMPs, local stormwater ordinance requirements, and options for proper discharge/disposal. If party not found, distribute educational materials to those in the immediate vicinity.	X						
Distribute appropriate educational and BMP information to business to which discharge has been traced.	X						
<b><i>Follow-up To Field Screening and Investigations - Continued</i></b>							
Begin enforcement procedures, if appropriate.	X						
Ensure that the goal of follow-up investigations is to stop the illicit discharge(s) as soon as practicable.	X						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**ILLICIT DISCHARGE CONTROL**

MUNICIPALITY NAME:

<i>County of Marin</i>	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b><i>Procedures for Spill Prevention, Containment, and Response</i></b>							
Stormwater Coordinator will conduct or delegate the following:							
Investigate and record spill report/complaints.	X						
Become familiar with existing spill prevention, containment, response, and clean-up programs in the jurisdiction.	X						
Coordinate illicit discharge prevention, elimination, and clean-up activities with the spill prevention, containment, response, and clean-up programs.	X						
Establish a mechanism for obtaining information about spill incidents from other agencies and departments within the municipality so that source identification and follow-up activities can be coordinated.	X						
<b><i>Document and Report Completion</i></b>							
Document number and types of illicit discharge incidents reported and follow-up actions conducted (not including automobile accident fluid spills).	X						
Track number of screening points monitored; number of illicit discharges identified as part of outfall monitoring activities; number of illicit discharge reported by other agency staff and the public; and follow-up activities.	X						
<b><i>Alternative Approaches</i></b>							
Agency may develop and submit to the Regional Board an alternative illicit discharge control and elimination plan.				X	Not planning to submit an alternative plan.		

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>County of Marin</i>							
<b><i>Development Plan Review and Permitting</i></b>							
Have adequate legal authority to implement stormwater quality control measures for development, redevelopment, and construction activities as part of development plan review and approval process.	X						
Incorporate policies and implementation measures into the General Plan to help preserve and enhance water quality and protect sensitive areas. Adopt General Plan amendments as part of upcoming/current General Plan review cycle.	X						
Require environmental documents for projects under CEQA or NEPA review to address significant and cumulative stormwater quality impacts over the project life, and specific construction and post-construction mitigation measures.	X						
Require developers/owners/ builders to control stormwater quality impacts by using appropriate construction and permanent best management practices. Require projects with significant stormwater pollution potential to avoid, minimize, and mitigate the potential adverse impacts. Require developers/ owners/builders of projects with permanent structural stormwater controls to ensure ongoing operation and maintenance of the controls as part of project approval.	X						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS**

MUNICIPALITY NAME:

County of Marin	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
Performance Standard	Yes	No	Partial	NA	If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
<i>Development Plan Review and Permitting (cont.)</i>							
Require developers/owners/ builders to control stormwater quality impacts of their projects by using appropriate BMPs during construction activities.	X						
Require developers/owners/ builders of projects with potential for significant erosion and planned construction activity during the wet season to prepare and implement an effective erosion and sediment control plan, or similar document, prior to the start of the wet season.	X						
Require developers/owners/ builders of projects that disturb land area of one acre or more to demonstrate coverage under the State NPDES Stormwater Construction General Permit (CGP).	X						
Ensure municipal capital improvement projects also include stormwater quality control measures during and after construction, as appropriate for each project.	X						
Require developers and owner/builders of projects that disturb a land area of one acre or more that have obtained coverage under the State Construction General Permit to submit a copy of NOI to keep on file.	X						
Consider adopting a model ordinance that would require site planning or design practices and/or post construction controls to protect water quality, such as the controls described in the <i>Start at the Source</i> (BASMAA, 1999) manual.	X						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS**

MUNICIPALITY NAME:

County of Marin	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b>Additional Erosion and Sediment Controls</b>							
Maintain an erosion and sediment control program that includes requirements for minimum BMPs, sufficient enforcement authority, training and tools for inspectors, and information for developers and contractors.	X						
As a condition for issuing a grading permit, require developers/owners/ builders to prepare, submit for review and approval, and implement an effective erosion and sediment control (ESC) plan or similar administrative document that contains ESC provisions.	X						
Consider adopting a model ordinance that would require site planning or design practices and/or post construction controls to protect water quality, such as the controls described in the Start at the Source (BASMAA, 1999) manual.	X						
<b>Construction Inspection</b>							
Through a construction inspection process, require construction contractors to properly store, use, and dispose of construction materials, chemicals, and wastes from construction sites and prevent illicit discharges to storm drains and watercourses.	X						



**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>County of Marin</i>							
<b>Construction Inspection (cont.)</b>							
Through the construction inspection process, for development projects with significant erosion potential, require that erosion and sediment control measures are implemented through a construction inspection process, in accordance with local ordinances and project COA's. Require measures to be maintained as needed during construction.	X						
Oversee the inspection of construction sites for adequacy of stormwater quality control measures on a regular basis, including inspection of permanent structural control measures. Base inspection frequency on: project's potential impact to stormwater quality; project size; site topography and soil characteristics; season in which construction phase occurs; and nature of construction activity.	X						
Require that each active construction site be stabilized prior to the beginning of the wet season to minimize erosion and discharges of sediment from disturbed areas. Oversee the inspection of these sites to make sure requirements are being met.	X						
During the wet season, oversee the inspection of all construction sites with ESC following each major storm event.	X						
<b>Education and Outreach</b>							
Train, at least annually, staff from planning, building, and other public works staff on planning procedures, policies, design guidelines, and BMPs for stormwater pollution prevention and control.	X						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS**

MUNICIPALITY NAME:

<i>County of Marin</i>	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<i>Education and Outreach (cont.)</i>							
Train, at least annually, construction inspection staff on inspection procedures, documentation, and enforcement related to stormwater pollution prevention.	X						
Distribute appropriate educational and training materials to agency staff, contractors, construction site operators, developers, and owner/builders. Distribute information and guidance materials to developers/owners/builders early in the application or design review process, as appropriate.	X						
Distribute appropriate educational and outreach materials provided by the Regional Board to utility contractors seeking encroachment and/or grading permits from the municipality.	X						

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.  
NA = Not Applicable

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**INDUSTRIAL AND COMMERCIAL DISCHARGE CONTROLS**

MUNICIPALITY NAME:

County of Marin	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b>Targeting Inspections to Achieve the Most Benefit</b>							
Develop and update a business inspection plan describing:							
inspecting agency/department	X						
the agency/department conducting stormwater follow-up/enforcement	X						
how information will be coordinated among agencies/departments	X						
Priorities for inspecting buisnesses; identify target businesses with high discharge potential.	X						
Inspect and distribute appropriate BMP information to all businesses that impact stormwater quality at least once during <i>Action Plan</i> period (5 years).	X						
Inspect and distribute appropriate BMP information to target businesses within jurisdiction.	X						
Educate business owners and operators about stormwater pollution prevention, separate from the inspection program.	X						
Respond to complaints/ referrals concerning a facility.	X						
Reevalute your agency's priorities for inspecting businesses and update business inspection plan as needed.	X						
<b>Preparing for Inspections</b>							
Train facility inspectors so that each inspector can conduct effective stormwater inspections.	X						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
INDUSTRIAL AND COMMERCIAL DISCHARGE CONTROLS**

MUNICIPALITY NAME:

County of Marin	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>Preparing for Inspections (cont.)</b>							
Stormwater Coordinator will be responsible for being familiar with: stormwater regulations and requirements; impacts of non-stormwater discharges to water bodies; inspection techniques and procedures; follow-up and enforcement procedures; and stormwater BMPs. Stormwater Coordinator will obtain ongoing training to support inspection activities and program implementation.	X						
<b>Conducting Inspections</b>							
Inspectors review facility layout to locate storm drain system/ stormwater drainage path	X						
Inspectors review/inspect the following for potential to discharge pollutants or exposure to runoff:							
Outdoor process/ manufacturing areas	X						
Outdoor material storage areas	X						
Outdoor waste storage and disposal areas	X						
Outdoor vehicle and heavy equipment storage and maintenance areas	X						
Outdoor parking areas and access roads	X						
Outdoor wash areas	X						
Surface discharge outlets from rooftop equipment; and	X						
Outdoor drainage from indoor areas	X						
Inspectors notify Stormwater Coordinator of potential to discharge pollutants from non-stormwater discharges and pollutant exposure to stormwater from a business.	X						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**INDUSTRIAL AND COMMERCIAL DISCHARGE CONTROLS**

MUNICIPALITY NAME:

<i>County of Marin</i>	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b><i>Conducting Inspections (cont.)</i></b>							
When a business that impacts stormwater quality is identified, Stormwater Coordinator will conduct or delegate:							
Communicate stormwater requirements	X						
Distribute BMP information, educational materials, and referrals to facility representatives, and ask about employee training.	X						
Inform the facility representative of problems/violations found and discuss, establish a correction schedule, and follow up.	X						
Document and track inspection activities, follow-up, and enforcement activities for annual report.	X						
Stormwater Coordinator will conduct or delegate regular inspections of businesses with historical stormwater issues to ensure implementation of BMPs.	X						
<b><i>Achieving Facility Compliance</i></b>							
If problem identified during an inspection, perform a follow-up site visit or initiate a self-certification process where facility representative certifies in writing that the problem has been fixed.	X						
Begin enforcement procedures, if appropriate.	X						
<b><i>Alternative Approach</i></b>							
Agency may develop and submit for approval to the Regional Board an alternative industrial/commercial business inspection plan.				X	Not planning to submit an alternative plan.		

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
PUBLIC INFORMATION AND PARTICIPATION**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>County of Marin</i>							
<b>Coordination with Countywide Program Activities</b>							
The Stormwater Coordinator or a delegate will:							
stay informed about the programs and materials being developed by the Countywide Program by attending Agency Staff Committee meetings;	X						
distribute outreach and educational materials to appropriate audiences within the agency's jurisdictions. This includes, but is not limited to schools, volunteer committees, neighborhood community groups, and creek monitoring or other environmental groups.	X						
<b>Internal Communication and Training</b>							
<b>City Staff and Officials</b>							
Communicate MCSTOPPP information to stormwater staff and elected officials so they are informed about their role in implementing local and countywide programs.	X						
Train new employees.	X						
<b>Handling Public Telephone Calls</b>							
Establish procedure for routing stormwater calls to the appropriate staff for handling.	X						
Train local agency staff handling calls on established procedures.	X						
Promote use of one of the agency's phone numbers to facilitate public reporting of illicit discharges.	X						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
PUBLIC INFORMATION AND PARTICIPATION**

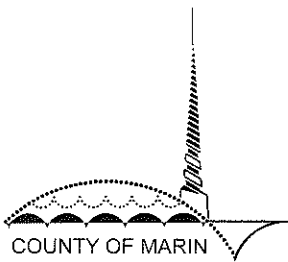
MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>County of Marin</i>							
<b>Storm Drain Stencils/Signs</b>							
Each agency will have a program installing stencils/signs on publicly owned storm drain inlets.	X						
Maintain signs sufficiently so that they are legible.	X						
<b>Coordination with Public Schools (K-12)</b>							
Distribute information about school based outreach and educational materials developed by the Countwide Program to public schools within the agency's jurisdiction (e.g. disseminating information on how to get copies of materials).	X						
<b>Local Community Outreach</b>							
Participated in at least three activities annually (agency representing over 50,000 people); two activities annually (agency representing between 5,000 and 50,000 people); or one activity annually (agency representing less than 5,000 people).	X						
Consider initiating and supporting a community outreach program.	X						
Agencies with creeks will support their local "friends" of the creek group or equivalent program.	X						

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

Y = Yes  
 N = No  
 P = Partial  
 NA = Not Applicable

1. Factors to consider in determining appropriateness include appropriate for local population, pollution sources, receiving water concerns, and integration with local management procedures.
2. Assessment Parameters are quantifiable measurements used to measure effectiveness towards achieving the statutory goal of reducing the discharge of pollutants to the maximum extent practicable.



# DEPARTMENT OF PUBLIC WORKS

People serving people.

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DIRECTOR

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## CERTIFICATION STATEMENT FOR 2012-13 MCSTOPPP ANNUAL REPORT DELIVERABLE FORMS COUNTY OF MARIN

Accounting

Airport

Building Maintenance

Capital Projects

Certified Unified Program  
Agency (CUPA)

Communications  
Maintenance

County Garage

Disability Access

Engineering & Survey

Flood Control &  
Water Resources

Land Development

Purchasing

Real Estate

Reprographic Services

Road Maintenance

Stormwater Program

Transportation &  
Traffic Operations

Waste Management

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 assure 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, to the best of my knowledge and belief, the information submitted is 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.

As required by the San Francisco Bay Regional Water Quality Control Board the local program stormwater reporting forms (performance standards tables), which report the status of each identified measurable goal, are included with the enclosed Annual Report Deliverable Forms. The local program stormwater reporting forms are also maintained and kept current in internal documentation binders. These reporting forms are kept on file at 3501 Civic Center Drive, Dept. of Public Works, San Rafael, CA 94903, and are available for public review during normal business hours.

Bob Beaumont  
Director of Public Works

7/9/13  
Date



MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
MUNICIPAL MAINTENANCE -- CORPORATION YARDS

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>Town of Fairfax</b>							
<b>General Standards/Training</b>							
Prepare and maintain a current SWPPP for each facility.	<input checked="" type="checkbox"/>						
Assign one person for each corp. yard to ensure BMPs are implemented.	<input checked="" type="checkbox"/>						
Prepare spill containment kits; store in appropriate locations. Conduct annual drills on how to use the kits.	<input checked="" type="checkbox"/>						
Stencil inlets to storm drainage system.	<input checked="" type="checkbox"/>						
Conduct annual facility surveys for performance standards compliance.	<input checked="" type="checkbox"/>						
Post performance standards guidance and BMPs in appropriate areas.	<input checked="" type="checkbox"/>						
Describe activities to educate staff regarding performance standards in annual report.	<input checked="" type="checkbox"/>						
Include stormwater performance standards in annual updates of other environmental management plans and review plans with facility users.	<input checked="" type="checkbox"/>						
<b>General Housekeeping</b>							
Dispose material removed from streets/storm drainage facilities often to eliminate exposure to rainwater and runoff.	<input checked="" type="checkbox"/>						
Sweep corp. yard at least monthly.	<input checked="" type="checkbox"/>						
Keep chemical storage areas neat and orderly	<input checked="" type="checkbox"/>						
Stockpile materials away from streets, gutters, storm drain inlets, or water channels when possible.	<input checked="" type="checkbox"/>						
Inspect the yard at least monthly and during rain events to ensure there are no illicit discharges to the storm drain system.	<input checked="" type="checkbox"/>						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
MUNICIPAL MAINTENANCE -- CORPORATION YARDS

MUNICIPALITY NAME:

<i>Town of Fairfax</i>	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b><i>Refuse Holding Area</i></b>							
Store material removed from storm drainage facilities/streets on concrete/impermeable pad in contained area. Liquids to sanitary sewer or evaporated. In rainy season, cover area.	<input checked="" type="checkbox"/>						
<b><i>Auxiliary Storage Areas/Yard</i></b>							
Store chemicals in appropriate areas.	<input checked="" type="checkbox"/>						
<b><i>Chemical Storage</i></b>							
Store paint, chemicals in approved covered containment area. Waste drums closed when not in use; correct labeling; protection from vandalism.	<input checked="" type="checkbox"/>						
If stored outside, keep containers in containment area with tight-fitting lids, preventing discharge to storm drain or contact with rain.				<input checked="" type="checkbox"/>	The Town does not have any outdoor storage areas.		
Review Material Safety Data Sheets (MSDS) to ensure appropriate materials separation.	<input checked="" type="checkbox"/>						
Review Hazardous Materials Business Plan (HMBP) for requirements.	<input checked="" type="checkbox"/>						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
MUNICIPAL MAINTENANCE -- CORPORATION YARDS

MUNICIPALITY NAME:

Town of Fairfax	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b>Chemical Usage</b>							
Ensure safety equipment and spill containment kits readily accessible in chemical areas; inspect safety equipment.	<input checked="" type="checkbox"/>						
Review Material Safety Data Sheets for proper use.	<input checked="" type="checkbox"/>						
Minimize use of chemicals.	<input checked="" type="checkbox"/>						
Recycle/dispose of excess chemicals at approved locations.	<input checked="" type="checkbox"/>						
Ensure chemical containers have secure lids and transport properly.	<input checked="" type="checkbox"/>						
Properly remove soils contaminated with spilled materials.	<input checked="" type="checkbox"/>						
<b>A. Oil-based Paints.</b> Wipe oil-based paints from brushes; use filters, reuse thinners or dispose as hazardous waste.	<input checked="" type="checkbox"/>						
<b>B. Water-based Paints.</b> Rinse water-based paints out of brushes, discharge to sanitary sewer; dry excess paint to trash; otherwise hazardous waste or recycle.	<input checked="" type="checkbox"/>						
<b>C. Automotive Fluids.</b> Collect used automotive fluids; dispose or recycle appropriately.	<input checked="" type="checkbox"/>						
<b>D. Pesticides.</b> Follow California Department of Pesticide Regulations procedures for mixing, application, storage, and recycling requirements.				<input checked="" type="checkbox"/>	Neither the Town nor their contractors may use pesticides.		
Consider using IPM. Use least toxic methods. Avoid copper-based pesticides and diazinon.				<input checked="" type="checkbox"/>	Neither the Town nor their contractors may use pesticides.		

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
MUNICIPAL MAINTENANCE -- CORPORATION YARDS**

MUNICIPALITY NAME:

<i>Town of Fairfax</i>	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
Apply pesticides at appropriate times to minimize runoff.				<input checked="" type="checkbox"/>	Neither the Town nor their contractors may use pesticides.		
Mix only as much pesticides as needed. Do not mix or load pesticides near storm drains.				<input checked="" type="checkbox"/>	Neither the Town nor their contractors may use pesticides.		
<b>E. Solvent/Cleaning Solutions.</b> Properly recycle/dispose of used solvents/ chemicals.	<input checked="" type="checkbox"/>						
<b><i>Washing Vehicles/Equipment</i></b>							
Clean all vehicles/ equipment on designated wash pad areas that drain to sanitary sewer or recycle. Wash off-site if necessary.	<input checked="" type="checkbox"/>						
Ensure wash area & sump are large enough so all washwater drains to sanitary sewer or recycling system	<input checked="" type="checkbox"/>						
Visually monitor wash pad area.	<input checked="" type="checkbox"/>						
Consider assigning schedules for wash area use.				<input checked="" type="checkbox"/>	Schedules for wash area use have been considered; however, a schedule is unnecessary due to the infrequency of use of the wash area		
<b><i>Fuel Dispensing Area</i></b>							
Store spill containment kits nearby; follow appropriate procedures, use dry cleaning methods if there is a spill.	<input checked="" type="checkbox"/>						
Train employees in proper fueling, cleaning, and spill response procedures. Conduct annual drills.	<input checked="" type="checkbox"/>						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
MUNICIPAL MAINTENANCE -- CORPORATION YARDS

MUNICIPALITY NAME:

<i>Town of Fairfax</i>	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b><i>Fuel Dispensing Area (Continued)</i></b>							
Install signs not to "top off" tanks.	<input checked="" type="checkbox"/>						
Discourage mobile fueling; establish designated areas for it.	<input checked="" type="checkbox"/>						
Consider covering fuel dispensing areas; no fueling over open ground. Implement Retail Gasoline Outlet BMPs.		<input checked="" type="checkbox"/>			We are considering covering the fueling area as soon as funding is available.	Full compliance is expected to be achieved by 1/1/2016.	
Design fueling area to prevent "run-on" of storm water and runoff of spills.		<input checked="" type="checkbox"/>			The fueling area is in our asphalt parking lot. We will be installing berm to catch any spills.	Full compliance is expected to be achieved by 6/1/2014	
<b><i>Fleet Maintenance/Vehicle Parking Areas</i></b>							
Regularly inspect equipment for leaks. Use drip pans; repair.	<input checked="" type="checkbox"/>						
Drain and replace fluids in covered shop area or where no connections to storm drains/watercourses or sanitary sewer. Select an easy-to-clean shop area.	<input checked="" type="checkbox"/>						
Dry sweep area periodically.	<input checked="" type="checkbox"/>						
Schedule outdoor repair activities for dry weather, if possible.	<input checked="" type="checkbox"/>						
Clean equipment regularly using proper collection and disposal methods when necessary	<input checked="" type="checkbox"/>						

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP Action Plan 2010.

NA = Not Applicable

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**MUNICIPAL MAINTENANCE -- LITTER CONTROL**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>Town of Fairfax</b>							
<b>Services</b>							
Provide adequate number of litter receptacles in commercial/other litter source areas.	<input checked="" type="checkbox"/>						
Pick up litter receptacles frequently to prevent/minimize spillage.	<input checked="" type="checkbox"/>						
Document/maintain monthly records for:							
Areas targeted for litter removal;	<input checked="" type="checkbox"/>						
Total amount of material removed.	<input checked="" type="checkbox"/>						
<b>Education and Enforcement</b>							
Encourage public education to include anti-littering message (composting/ remove & containerize waste/ sweep outdoor areas/ provide municipal green waste program).	<input checked="" type="checkbox"/>						
Encourage local law enforcement to post signs and enforce anti-littering laws, especially for vacant-lot owners.	<input checked="" type="checkbox"/>						
Label litter receptacles with anti-littering messages when possible.	<input checked="" type="checkbox"/>						
Encourage participation in/assist with Coastal Cleanup Day and Earth Day litter removals.	<input checked="" type="checkbox"/>						
Encourage maintenance crews to report any privately-owned abandoned, leaking vehicles.	<input checked="" type="checkbox"/>						
<b>Alternative Approaches</b>							
Agency may submit to Regional Board for approval an alternative litter control plan.				<input checked="" type="checkbox"/>	Not planning to submit an alternative plan.		

NA = Not Applicable

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- OPERATION & MAINTENANCE OF PUMP STATIONS

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>Town of Fairfax</b>							
<b>Visual Inspections</b>							
Inspect wet wells or forebays 1/month during the dry season for oil spills or other noticeable pollutant discharge.				<input checked="" type="checkbox"/>	The Town does not have any pump stations.		
Inspect wet wells or forebays 1/week during the wet season, for oil spills or other noticeable pollutant discharge.				<input checked="" type="checkbox"/>	The Town does not have any pump stations.		
<b>Maximize Removal of Pollutants Prior to Discharge</b>							
Conduct at least one comprehensive cleaning of wet wells annually to remove sediment prior to the start of the rainy season to minimize sediment discharge.				<input checked="" type="checkbox"/>	The Town does not have any pump stations.		
Have spill kit readily available if there is a large potential for pollutant discharge.				<input checked="" type="checkbox"/>	The Town does not have any pump stations.		
Contain lubricants, fuel, and batteries to prevent accidental spills to wet wells.				<input checked="" type="checkbox"/>	The Town does not have any pump stations.		
If spill reported/observed, try to remove material at nearest access point. As practical, shut down the pump station if the material may reach it. Prevent spill from discharging if possible.				<input checked="" type="checkbox"/>	The Town does not have any pump stations.		
Track spills upstream to try to locate the source(s). Document spill incidents per illicit discharge program. Implement enforcement as appropriate.				<input checked="" type="checkbox"/>	The Town does not have any pump stations.		
Store oil absorbent materials in appropriate maintenance vehicles.				<input checked="" type="checkbox"/>	The Town does not have any pump stations.		
<b>Disposal</b>							
Dispose of screenings at a landfill, sediment where it will not enter storm drain or receiving waters through erosion, and oil-absorbed materials as hazardous waste.				<input checked="" type="checkbox"/>	The Town does not have any pump stations.		

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**MUNICIPAL MAINTENANCE -- OPERATION & MAINTENANCE OF PUMP STATIONS**

MUNICIPALITY NAME:

<i>Town of Fairfax</i>	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b><i>Education/ Training</i></b>							
Educate all pump station maintenance personnel about the performance standards. Conduct at least one meeting/year to educate.				<input checked="" type="checkbox"/>	The Town does not have any pump stations.		
Conduct drills as part of the training, as appropriate.				<input checked="" type="checkbox"/>	The Town does not have any pump stations.		

NA = Not Applicable



**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**MUNICIPAL MAINTENANCE -- ROAD REPAIR AND MAINTENANCE**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>Town of Fairfax</b>							
<b>General Practices</b>							
Schedule excavation and road maintenance activities for dry weather.	<input checked="" type="checkbox"/>						
Perform major equipment repairs, fueling, and maintenance at corp. yards.	<input checked="" type="checkbox"/>						
Recycle used oil, concrete, asphalt, etc..	<input checked="" type="checkbox"/>						
Train employees to use these performance standards annually.	<input checked="" type="checkbox"/>						
Distribute educational and outreach materials as appropriate to utility contractors seeking encroachment and/or grading permits.	<input checked="" type="checkbox"/>						
<b>Asphalt/Concrete Removal</b>							
Remove/recycle as much of old pavement as possible.	<input checked="" type="checkbox"/>						
Protect storm drain inlets before asphalt break-up; clean afterwards.	<input checked="" type="checkbox"/>						
Block/berm storm drain inlets during saw-cutting; immediately remove any slurry entering storm drain system.	<input checked="" type="checkbox"/>						
Remove saw-cut slurry before end of each day.	<input checked="" type="checkbox"/>						
<b>Patching and Resurfacing</b>							
No unprotected stockpiling of materials near storm drain inlets or creeks.	<input checked="" type="checkbox"/>						
Cover and seal manholes before applying sealants, etc.	<input checked="" type="checkbox"/>						
Never wash excess material from exposed aggregate concrete, etc. to storm drain; designate unpaved clean up area and proper material disposal area.	<input checked="" type="checkbox"/>						
Conserve dust control water to avoid runoff.	<input checked="" type="checkbox"/>						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**MUNICIPAL MAINTENANCE -- ROAD REPAIR AND MAINTENANCE**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>Town of Fairfax</b>							
Sweep up as much material as possible and properly dispose; wash streets only if runoff is controlled/contained.	<input checked="" type="checkbox"/>						
Clean up all spills and leaks from equipment using "dry" methods. Properly remove contaminated soil; dispose of properly.	<input checked="" type="checkbox"/>						
After job is complete, remove stockpiles and other extras as soon as possible.	<input checked="" type="checkbox"/>						
Prevent pollution of storm water runoff around work areas if unexpected rain.	<input checked="" type="checkbox"/>						
<b>Signing and Striping</b>							
Store spill absorbent materials on trucks.	<input checked="" type="checkbox"/>						
Contain, clean up, properly dispose of waste materials per MSDS (Material Safety Data Sheet).	<input checked="" type="checkbox"/>						
<b>Equipment Clean Up/Storage</b>							
Flush sprayer paint supply lines at corp. yards; clean up properly.	<input checked="" type="checkbox"/>						
Clean sprayers, patch and paving equipment at end of day; use approved collection and disposal methods.	<input checked="" type="checkbox"/>						
Cover sprayers, patch and paving equipment if they contain pollutants to prevent rainfall from transporting pollutants to storm drains.	<input checked="" type="checkbox"/>						

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
MUNICIPAL MAINTENANCE -- STORM DRAINAGE FACILITIES**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>Town of Fairfax</b>							
<b><i>Routine Inspection and Cleaning</i></b>							
Inspect and clean as necessary storm drainage facilities as directed, preferably, prior to rainy season, or alternate.	<input checked="" type="checkbox"/>						
When cleaning storm drains, remove maximum amount of material at nearest access point.	<input checked="" type="checkbox"/>						
<b><i>Record Keeping</i></b>							
Report amount of material removed when cleaning storm drainage facilities in monthly forms.	<input checked="" type="checkbox"/>						
Document and track spill incidents and coordinate with your illicit discharge control field surveys.	<input checked="" type="checkbox"/>						
Identify/target storm drain inlet areas requiring more frequent or alternative cleaning and/or public education efforts.	<input checked="" type="checkbox"/>						
<b><i>Spill Response</i></b>							
Maintenance staff makes appropriate phone calls if they suspect toxic or hazardous material spills.	<input checked="" type="checkbox"/>						
If non-hazardous, maint. Staff contains spill area immediately; cleans ASAP.	<input checked="" type="checkbox"/>						
Maintenance staff are aware of around-the-clock response/removal spill procedures for hazardous or unknown materials.	<input checked="" type="checkbox"/>						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
MUNICIPAL MAINTENANCE -- STORM DRAINAGE FACILITIES

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>Town of Fairfax</i>							
<b>Spill Response (Continued)</b>							
Establish response/removal spill procedure for after work hours for non-hazardous materials.	<input checked="" type="checkbox"/>						
Maintenance staff to coordinate with Stormwater Coordinator for appropriate follow-up response.	<input checked="" type="checkbox"/>						
Work with Fire and Police Departments to provide spill report copies to Stormwater Coordinators.	<input checked="" type="checkbox"/>						
<b>Disposal of Material</b>							
Store material removed from storm drainage facilities on impermeable surface (covered during rain) and drain wastewater to sanitary sewer; dispose at appropriate facility.	<input checked="" type="checkbox"/>						
<b>Alternative Approach</b>							
Agency may develop and submit to the Regional Board for approval an alternative storm drain facility pollution control plan.				<input checked="" type="checkbox"/>	Not planning to submit an alternative plan.		

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
MUNICIPAL MAINTENANCE -- STREET SWEEPING

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>Town of Fairfax</i>							
<b>Street Sweeping Frequency</b>							
Clean streets according to Action Plan 2010 schedule	<input checked="" type="checkbox"/>						
<b>Problems Associated with Efficient Street Cleaning</b>							
Getting Parked/Abandoned Vehicles Off Streets	<input checked="" type="checkbox"/>						
Maintain consistent sweeping schedule.	<input checked="" type="checkbox"/>						
Measures to keep curbed areas clear during cleaning.	<input checked="" type="checkbox"/>						
Removing leaves during leaf season	<input checked="" type="checkbox"/>						
Analyze alternatives; develop leaf removal program.	<input checked="" type="checkbox"/>						
Encourage residents to collect and compost leaves through green waste program or coordinate with local/regional composting program.	<input checked="" type="checkbox"/>						
Trees near streets	<input checked="" type="checkbox"/>						
Provide operators with resources to report trees interfering with cleaning.	<input checked="" type="checkbox"/>						
<b>Street Cleaning Operation to Maximize Pollutant Removal</b>							
Quality of clean streets: no dirt trails/debris.	<input checked="" type="checkbox"/>						
Check street cleaning equipment for proper adjustment.	<input checked="" type="checkbox"/>						
Operate equipment at manufacturer's specified speed.	<input checked="" type="checkbox"/>						
<b>Street Cleaning Maintenance to Maximize Pollution Removal</b>							
Regularly inspect and maintain equipment.	<input checked="" type="checkbox"/>						
Replace worn components as required to maximize efficiency.	<input checked="" type="checkbox"/>						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
MUNICIPAL MAINTENANCE -- STREET SWEEPING

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>Town of Fairfax</b>							
<b>Spill Response</b>							
Report spills observed on streets immediately.	<input checked="" type="checkbox"/>						
Respond to spills per Storm Drain Facility Performance Standards	<input checked="" type="checkbox"/>						
<b>Record Keeping</b>							
Track cleaning mileage.	<input checked="" type="checkbox"/>						
Track volume or weight of material removed each cleaning day.	<input checked="" type="checkbox"/>						
Report number of curb miles swept in monthly forms.	<input checked="" type="checkbox"/>						
Identify and target areas for:							
more frequent cleaning	<input checked="" type="checkbox"/>						
efforts to remove vehicles.	<input checked="" type="checkbox"/>						
education efforts to discourage illegal dumping, etc.	<input checked="" type="checkbox"/>						
Document/track areas where spills were reported and coordinate with agency's illicit discharge control field surveys.	<input checked="" type="checkbox"/>						
<b>Contract Sweepers</b>							
Specify in contracts that compliance with these performance standards will be achieved.				<input checked="" type="checkbox"/>	Contract sweeper was not required in 2012-2013.		
Specify in contracts that back up equipment must be available.				<input checked="" type="checkbox"/>	Contract sweeper was not required in 2012-2013.		
Specify in contracts that all record keeping information will be provided.				<input checked="" type="checkbox"/>	Contract sweeper was not required in 2012-2013.		
<b>Education /Training</b>							
Train staff and contractors annually to identify and report illicit discharges.	<input checked="" type="checkbox"/>						
Train staff and contractors to comply with street sweeping performance standards.	<input checked="" type="checkbox"/>						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- STREET SWEEPING

MUNICIPALITY NAME:

Town of Fairfax	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
ILLICIT DISCHARGE CONTROL

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>Town of Fairfax</i>							
<b>Prepare for Illicit Discharge Screening and Investigations</b>							
Stormwater Coordinator conducts or delegates the following:							
Receive information on non-stormwater discharge reports;	<input checked="" type="checkbox"/>						
Assure illicit discharges follow-up, elimination, and clean up are conducted.	<input checked="" type="checkbox"/>						
Provide staff with information on illicit discharge source identification and elimination status;	<input checked="" type="checkbox"/>						
Make sure required reporting is completed.	<input checked="" type="checkbox"/>						
Distribute information to management and elected officials about resources needed to implement the performance standards.	<input checked="" type="checkbox"/>						
Facilitate performance standards implementation.	<input checked="" type="checkbox"/>						
Share local activities/findings with ASC.	<input checked="" type="checkbox"/>						
Train appropriate maintenance and field staff to recognize illicit discharges and response procedures.	<input checked="" type="checkbox"/>						
Train staff assigned to conduct illicit discharge investigations.	<input checked="" type="checkbox"/>						
Develop map of outfalls.			<input checked="" type="checkbox"/>		Staff is currently assessing data gaps for continued data collection.	The map is expected to be completed by 9/1/2014.	
Develop maps of complete storm drain system for use to trace illicit discharges.			<input checked="" type="checkbox"/>		Staff is currently assessing data gaps for continued data collection.	The map is expected to be completed by 9/1/2014.	



MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**ILLICIT DISCHARGE CONTROL**

MUNICIPALITY NAME:

Town of Fairfax	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b>Conduct Field Screening</b>							
Identify evidence of illicit discharges while maintenance and field staff are conducting other routine work. Report any evidences of illicit discharges to Stormwater Coordinator.	<input checked="" type="checkbox"/>						
<b>Conduct Field Investigations</b>							
Verify whether an illicit discharge has occurred upon receiving information/ report of such. Initiate follow-up within 24 hours from receipt of report.	<input checked="" type="checkbox"/>						
Find source of illicit discharge and eliminate it. Trace source(s); record and maintain findings.	<input checked="" type="checkbox"/>						
Continue to inspect/follow-up illicit discharges until: source is found and eliminated or discharge has stopped and source cannot be traced.	<input checked="" type="checkbox"/>						
If agency identifies ≥3 illicit discharges in a fiscal year in an area served by major outfall(s), provide additional investigations in area served by outfall. Investigations to include 1+ of following:							
Periodic above-ground surveillance	<input checked="" type="checkbox"/>						
Additional business inspections	<input checked="" type="checkbox"/>						
Additional periodic investigations of outfalls, creeks, and open channels	<input checked="" type="checkbox"/>						
Additional targeted education outreach in area.	<input checked="" type="checkbox"/>						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**ILLICIT DISCHARGE CONTROL**

MUNICIPALITY NAME:

<i>Town of Fairfax</i>	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b><i>Follow-up To Field Screening and Investigations</i></b>							
<b>Follow-up activities:</b>							
When a party responsible for an illicit discharge is found, provide the party with: educational information about impacts, describing BMPs, local stormwater ordinance requirements, and options for proper discharge/disposal. If party not found, distribute educational materials to those in the immediate vicinity.	<input checked="" type="checkbox"/>						
Distribute appropriate educational and BMP information to business to which discharge has been traced.	<input checked="" type="checkbox"/>						
<b><i>Follow-up To Field Screening and Investigations - Continued</i></b>							
Begin enforcement procedures, if appropriate.	<input checked="" type="checkbox"/>						
Ensure that the goal of follow-up investigations is to stop the illicit discharge(s) as soon as practicable.	<input checked="" type="checkbox"/>						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**ILLICIT DISCHARGE CONTROL**

MUNICIPALITY NAME:

<i>Town of Fairfax</i>	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b><i>Procedures for Spill Prevention, Containment, and Response</i></b>							
Stormwater Coordinator will conduct or delegate the following:							
Investigate and record spill report/complaints.	<input checked="" type="checkbox"/>						
Become familiar with existing spill prevention, containment, response, and clean-up programs in the jurisdiction.	<input checked="" type="checkbox"/>						
Coordinate illicit discharge prevention, elimination, and clean-up activities with the spill prevention, containment, response, and clean-up programs.	<input checked="" type="checkbox"/>						
Establish a mechanism for obtaining information about spill incidents from other agencies and departments within the municipality so that source identification and follow-up activities can be coordinated.	<input checked="" type="checkbox"/>						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**ILLICIT DISCHARGE CONTROL**

MUNICIPALITY NAME:

<i>Town of Fairfax</i>	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b>Document and Report Completion</b>							
Document number and types of illicit discharge incidents reported and follow-up actions conducted (not including automobile accident fluid spills).	<input checked="" type="checkbox"/>						
Track number of screening points monitored; number of illicit discharges identified as part of outfall monitoring activities; number of illicit discharge reported by other agency staff and the public; and follow-up activities.	<input checked="" type="checkbox"/>						
<b>Alternative Approaches</b>							
Agency may develop and submit to the Regional Board an alternative illicit discharge control and elimination plan.				<input checked="" type="checkbox"/>	Not planning to submit an alternative plan.		

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>Town of Fairfax</i>							
<b>Development Plan Review and Permitting</b>							
Have adequate legal authority to implement stormwater quality control measures for development, redevelopment, and construction activities as part of development plan review and approval process.	<input checked="" type="checkbox"/>						
Incorporate policies and implementation measures into the General Plan to help preserve and enhance water quality and protect sensitive areas. Adopt General Plan amendments as part of upcoming/current General Plan review cycle.	<input checked="" type="checkbox"/>						
Require environmental documents for projects under CEQA or NEPA review to address significant and cumulative stormwater quality impacts over the project life, and specific construction and post-construction mitigation measures.	<input checked="" type="checkbox"/>						
Require developers/owners/ builders to control stormwater quality impacts by using appropriate construction and permanent best management practices. Require projects with significant stormwater pollution potential to avoid, minimize, and mitigate the potential adverse impacts. Require developers/ owners/builders of projects with permanent structural stormwater controls to ensure ongoing operation and maintenance of the controls as part of project approval.	<input checked="" type="checkbox"/>						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>Town of Fairfax</i>							
<b>Development Plan Review and Permitting (cont.)</b>							
Require developers/owners/ builders to control stormwater quality impacts of their projects by using appropriate BMPs during construction activities.	<input checked="" type="checkbox"/>						
Require developers/owners/ builders of projects with potential for significant erosion and planned construction activity during the wet season to prepare and implement an effective erosion and sediment control plan, or similar document, prior to the start of the wet season.	<input checked="" type="checkbox"/>						
Require developers/owners/ builders of projects that disturb land area of one acre or more to demonstrate coverage under the State NPDES Stormwater Construction General Permit (CGP).	<input checked="" type="checkbox"/>						
Ensure municipal capital improvement projects also include stormwater quality control measures during and after construction, as appropriate for each project.	<input checked="" type="checkbox"/>						
Require developers and owner/builders of projects that disturb a land area of one acre or more that have obtained coverage under the State Construction General Permit to submit a copy of NOI to keep on file.	<input checked="" type="checkbox"/>						
Consider adopting a model ordinance that would require site planning or design practices and/or post construction controls to protect water quality, such as the controls described in the <i>Start at the Source</i> (BASMAA, 1999) manual.	<input checked="" type="checkbox"/>						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>Town of Fairfax</i>							
<b>Additional Erosion and Sediment Controls</b>							
Maintain an erosion and sediment control program that includes requirements for minimum BMPs, sufficient enforcement authority, training and tools for inspectors, and information for developers and contractors.	<input checked="" type="checkbox"/>						
As a condition for issuing a grading permit, require developers/owners/ builders to prepare, submit for review and approval, and implement an effective erosion and sediment control (ESC) plan or similar administrative document that contains ESC provisions.	<input checked="" type="checkbox"/>						
Consider adopting a model ordinance that would require site planning or design practices and/or post construction controls to protect water quality, such as the controls described in the Start at the Source (BASMAA, 1999) manual.	<input checked="" type="checkbox"/>						
<b>Construction Inspection</b>							
Through a construction inspection process, require construction contractors to properly store, use, and dispose of construction materials, chemicals, and wastes from construction sites and prevent illicit discharges to storm drains and watercourses.	<input checked="" type="checkbox"/>						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS**

MUNICIPALITY NAME:

<i>Town of Fairfax</i>	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b><i>Construction Inspection (cont.)</i></b>							
Through the construction inspection process, for development projects with significant erosion potential, require that erosion and sediment control measures are implemented through a construction inspection process, in accordance with local ordinances and project COA's. Require measures to be maintained as needed during construction.	<input checked="" type="checkbox"/>						
Oversee the inspection of construction sites for adequacy of stormwater quality control measures on a regular basis, including inspection of permanent structural control measures. Base inspection frequency on: project's potential impact to stormwater quality; project size; site topography and soil characteristics; season in which construction phase occurs; and nature of construction activity.	<input checked="" type="checkbox"/>						
Require that each active construction site be stabilized prior to the beginning of the wet season to minimize erosion and discharges of sediment from disturbed areas. Oversee the inspection of these sites to make sure requirements are being met.	<input checked="" type="checkbox"/>						
During the wet season, oversee the inspection of all construction sites with ESC following each major storm event.	<input checked="" type="checkbox"/>						
<b><i>Education and Outreach</i></b>							



**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS**

MUNICIPALITY NAME:

<i>Town of Fairfax</i>	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
Train, at least annually, staff from planning, building, and other public works staff on planning procedures, policies, design guidelines, and BMPs for stormwater pollution prevention and control.	<input checked="" type="checkbox"/>						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS**

MUNICIPALITY NAME:

<i>Town of Fairfax</i>	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b><i>Education and Outreach (cont.)</i></b>							
Train, at least annually, construction inspection staff on inspection procedures, documentation, and enforcement related to stormwater pollution prevention.	<input checked="" type="checkbox"/>						
Distribute appropriate educational and training materials to agency staff, contractors, construction site operators, developers, and owner/builders. Distribute information and guidance materials to developers/owners/builders early in the application or design review process, as appropriate.	<input checked="" type="checkbox"/>						
Distribute appropriate educational and outreach materials provided by the Regional Board to utility contractors seeking encroachment and/or grading permits from the municipality.	<input checked="" type="checkbox"/>						

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**INDUSTRIAL AND COMMERCIAL DISCHARGE CONTROLS**

MUNICIPALITY NAME:

Town of Fairfax	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b>Targeting Inspections to Achieve the Most Benefit</b>							
Develop and update a business inspection plan describing:							
inspecting agency/department	<input checked="" type="checkbox"/>						
the agency/department conducting stormwater follow-up/enforcement	<input checked="" type="checkbox"/>						
how information will be coordinated among agencies/departments	<input checked="" type="checkbox"/>						
Priorities for inspecting buisnesses; identify target businesses with high discharge potential.	<input checked="" type="checkbox"/>						
Inspect and distribute appropriate BMP information to all businesses that impact stormwater quality at least once during <i>Action Plan</i> period (5 years).	<input checked="" type="checkbox"/>						
Inspect and distribute appropriate BMP information to target businesses within jurisdiction.	<input checked="" type="checkbox"/>						
Educate business owners and operators about stormwater pollution prevention, separate from the inspection program.	<input checked="" type="checkbox"/>						
Respond to complaints/ referrals concerning a facility.	<input checked="" type="checkbox"/>						
Reevalute your agency's priorities for inspecting businesses and update business inspection plan as needed.	<input checked="" type="checkbox"/>						
<b>Preparing for Inspections</b>							
Train facility inspectors so that each inspector can conduct effective stormwater inspections.	<input checked="" type="checkbox"/>						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**INDUSTRIAL AND COMMERCIAL DISCHARGE CONTROLS**

MUNICIPALITY NAME:

Town of Fairfax	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b>Preparing for Inspections (cont.)</b>							
Stormwater Coordinator will be responsible for being familiar with: stormwater regulations and requirements; impacts of non-stormwater discharges to water bodies; inspection techniques and procedures; follow-up and enforcement procedures; and stormwater BMPs. Stormwater Coordinator will obtain ongoing training to support inspection activities and program implementation.	<input checked="" type="checkbox"/>						
<b>Conducting Inspections</b>							
Inspectors review facility layout to locate storm drain system/ stormwater drainage path	<input checked="" type="checkbox"/>						
Inspectors review/inspect the following for potential to discharge pollutants or exposure to runoff:							
Outdoor process/ manufacturing areas	<input checked="" type="checkbox"/>						
Outdoor material storage areas	<input checked="" type="checkbox"/>						
Outdoor waste storage and disposal areas	<input checked="" type="checkbox"/>						
Outdoor vehicle and heavy equipment storage and maintenance areas	<input checked="" type="checkbox"/>						
Outdoor parking areas and access roads	<input checked="" type="checkbox"/>						
Outdoor wash areas	<input checked="" type="checkbox"/>						
Surface discharge outlets from rooftop equipment; and	<input checked="" type="checkbox"/>						
Outdoor drainage from indoor areas	<input checked="" type="checkbox"/>						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
INDUSTRIAL AND COMMERCIAL DISCHARGE CONTROLS**

MUNICIPALITY NAME:

<i>Town of Fairfax</i>	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
Inspectors notify Stormwater Coordinator of potential to discharge pollutants from non-stormwater discharges and pollutant exposure to stormwater from a business.	<input checked="" type="checkbox"/>						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**INDUSTRIAL AND COMMERCIAL DISCHARGE CONTROLS**

MUNICIPALITY NAME:

Town of Fairfax	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b>Conducting Inspections (cont.)</b>							
When a business that impacts stormwater quality is identified, Stormwater Coordinator will conduct or delegate:							
Communicate stormwater requirements	<input checked="" type="checkbox"/>						
Distribute BMP information, educational materials, and referrals to facility representatives, and ask about employee training.	<input checked="" type="checkbox"/>						
Inform the facility representative of problems/violations found and discuss, establish a correction schedule, and follow up.	<input checked="" type="checkbox"/>						
Document and track inspection activities, follow-up, and enforcement activities for annual report.	<input checked="" type="checkbox"/>						
Stormwater Coordinator will conduct or delegate regular inspections of businesses with historical stormwater issues to ensure implementation of BMPs.	<input checked="" type="checkbox"/>						
<b>Achieving Facility Compliance</b>							
If problem identified during an inspection, perform a follow-up site visit or initiate a self-certification process where facility representative certifies in writing that the problem has been fixed.	<input checked="" type="checkbox"/>						
Begin enforcement procedures, if appropriate.	<input checked="" type="checkbox"/>						
<b>Alternative Approach</b>							
Agency may develop and submit for approval to the Regional Board an alternative industrial/commercial business inspection plan.				<input checked="" type="checkbox"/>	Not planning to submit an alternative plan.		

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
INDUSTRIAL AND COMMERCIAL DISCHARGE CONTROLS**

MUNICIPALITY NAME:

<i>Town of Fairfax</i>	<b>Implemented?</b>						
<b>Performance Standard</b>	<b>Yes</b>	<b>No</b>	<b>Partial</b>	<b>NA</b>	<b>If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.</b>	<b>If "No" or "Partial" Indicate your Schedule for Full Compliance</b>	<b>Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule</b>

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
PUBLIC INFORMATION AND PARTICIPATION**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>Town of Fairfax</i>							
<b>Coordination with Countywide Program Activities</b>							
The Stormwater Coordinator or a delegate will:							
stay informed about the programs and materials being developed by the Countywide Program by attending Agency Staff Committee meetings;	<input checked="" type="checkbox"/>						
distribute outreach and educational materials to appropriate audiences within the agency's jurisdictions. This includes, but is not limited to schools, volunteer committees, neighborhood community groups, and creek monitoring or other environmental groups.	<input checked="" type="checkbox"/>						
<b>Internal Communication and Training</b>							
<b>City Staff and Officials</b>							
Communicate MCSTOPPP information to stormwater staff and elected officials so they are informed about their role in implementing local and countywide programs.	<input checked="" type="checkbox"/>						
Train new employees.	<input checked="" type="checkbox"/>						
<b>Handling Public Telephone Calls</b>							
Establish procedure for routing stormwater calls to the appropriate staff for handling.	<input checked="" type="checkbox"/>						
Train local agency staff handling calls on established procedures.	<input checked="" type="checkbox"/>						
Promote use of one of the agency's phone numbers to facilitate public reporting of illicit discharges.	<input checked="" type="checkbox"/>						



**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
PUBLIC INFORMATION AND PARTICIPATION**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>Town of Fairfax</b>							
<b>Storm Drain Stencils/Signs</b>							
Each agency will have a program installing stencils/signs on publicly owned storm drain inlets.	<input checked="" type="checkbox"/>						
Maintain signs sufficiently so that they are legible.	<input checked="" type="checkbox"/>						
<b>Coordination with Public Schools (K-12)</b>							
Distribute information about school based outreach and educational materials developed by the Countwide Program to public schools within the agency's jurisdiction (e.g. disseminating information on how to get copies of materials).	<input checked="" type="checkbox"/>						
<b>Local Community Outreach</b>							
Participated in at least three activities annually (agency representing over 50,000 people); two activities annually (agency representing between 5,000 and 50,000 people); or one activity annually (agency representing less than 5,000 people).	<input checked="" type="checkbox"/>						
Consider initiating and supporting a community outreach program.	<input checked="" type="checkbox"/>						
Agencies with creeks will support their local "friends" of the creek group or equivalent program.	<input checked="" type="checkbox"/>						

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

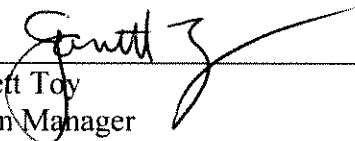
Y = Yes  
N = No  
P = Partial  
NA = Not Applicable

1. Factors to consider in determining appropriateness include appropriate for local population, pollution sources, receiving water concerns, and integration with local management procedures.
2. Assessment Parameters are quantifiable measurements used to measure effectiveness towards achieving the statutory goal of reducing the discharge of pollutants to the maximum extent practicable.

CERTIFICATION STATEMENT  
FOR  
2012-13 MCSTOPPP ANNUAL REPORT DELIVERABLE FORMS  
  
TOWN OF FAIRFAX

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 assure 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, to the best of my knowledge and belief, the information submitted is 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.

As required by the San Francisco Bay Regional Water Quality Control Board the local program stormwater reporting forms (performance standards tables), which report the status of each identified measurable goal, are included with the enclosed Annual Report Deliverable Forms. The local program stormwater reporting forms are also maintained and kept current in internal documentation binders. These reporting forms are kept on file at 142 Bolinas Road, Fairfax, CA 94930, and are available for public review during normal business hours.

  
\_\_\_\_\_  
Garrett Toy  
Town Manager

6/28/13  
\_\_\_\_\_  
Date

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- CORPORATION YARDS

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of Larkspur</i>							
<b>General Standards/Training</b>							
Prepare and maintain a current SWPPP for each facility.	<input checked="" type="checkbox"/>						
Assign one person for each corp. yard to ensure BMPs are implemented.	<input checked="" type="checkbox"/>						
Prepare spill containment kits; store in appropriate locations. Conduct annual drills on how to use the kits.	<input checked="" type="checkbox"/>						
Stencil inlets to storm drainage system.	<input checked="" type="checkbox"/>						
Conduct annual facility surveys for performance standards compliance.	<input checked="" type="checkbox"/>						
Post performance standards guidance and BMPs in appropriate areas.	<input checked="" type="checkbox"/>						
Describe activities to educate staff regarding performance standards in annual report.	<input checked="" type="checkbox"/>						
Include stormwater performance standards in annual updates of other environmental management plans and review plans with facility users.	<input checked="" type="checkbox"/>						
<b>General Housekeeping</b>							
Dispose material removed from streets/storm drainage facilities often to eliminate exposure to rainwater and runoff.	<input checked="" type="checkbox"/>						
Sweep corp. yard at least monthly.	<input checked="" type="checkbox"/>						
Keep chemical storage areas neat and orderly	<input checked="" type="checkbox"/>						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- CORPORATION YARDS

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of Larkspur</i>							
Stockpile materials away from streets, gutters, storm drain inlets, or water channels when possible.	<input checked="" type="checkbox"/>						
Inspect the yard at least monthly and during rain events to ensure there are no illicit discharges to the storm drain system.	<input checked="" type="checkbox"/>						
<b>Refuse Holding Area</b>							
Store material removed from storm drainage facilities/streets on concrete/impermeable pad in contained area. Liquids to sanitary sewer or evaporated. In rainy season, cover area.	<input checked="" type="checkbox"/>						
<b>Auxiliary Storage Areas/Yard</b>							
Store chemicals in appropriate areas.	<input checked="" type="checkbox"/>						
<b>Chemical Storage</b>							
Store paint, chemicals in approved covered containment area. Waste drums closed when not in use; correct labeling; protection from vandalism.	<input checked="" type="checkbox"/>						
If stored outside, keep containers in containment area with tight-fitting lids, preventing discharge to storm drain or contact with rain.	<input checked="" type="checkbox"/>						
Review Material Safety Data Sheets (MSDS) to ensure appropriate materials separation.	<input checked="" type="checkbox"/>						
Review Hazardous Materials Business Plan (HMBP) for requirements.	<input checked="" type="checkbox"/>						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- CORPORATION YARDS

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of Larkspur</i>							
<b>Chemical Usage</b>							
Ensure safety equipment and spill containment kits readily accessible in chemical areas; inspect safety equipment.	<input checked="" type="checkbox"/>						
Review Material Safety Data Sheets for proper use.	<input checked="" type="checkbox"/>						
Minimize use of chemicals.	<input checked="" type="checkbox"/>						
Recycle/dispose of excess chemicals at approved locations.	<input checked="" type="checkbox"/>						
Ensure chemical containers have secure lids and transport properly.	<input checked="" type="checkbox"/>						
Properly remove soils contaminated with spilled materials.	<input checked="" type="checkbox"/>						
<b>A. Oil-based Paints.</b> Wipe oil-based paints from brushes; use filters, reuse thinners or dispose as hazardous waste.	<input checked="" type="checkbox"/>						
<b>B. Water-based Paints.</b> Rinse water-based paints out of brushes, discharge to sanitary sewer; dry excess paint to trash; otherwise hazardous waste or recycle.	<input checked="" type="checkbox"/>						
<b>C. Automotive Fluids.</b> Collect used automotive fluids; dispose or recycle appropriately.	<input checked="" type="checkbox"/>						
<b>D. Pesticides.</b> Follow California Department of Pesticide Regulations procedures for mixing, application, storage, and recycling requirements.	<input checked="" type="checkbox"/>						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**MUNICIPAL MAINTENANCE -- CORPORATION YARDS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of Larkspur</i>							
Consider using IPM. Use least toxic methods. Avoid copper-based pesticides and diazinon.	<input checked="" type="checkbox"/>						
Apply pesticides at appropriate times to minimize runoff.	<input checked="" type="checkbox"/>						
Mix only as much pesticides as needed. Do not mix or load pesticides near storm drains.	<input checked="" type="checkbox"/>						
<b>E. Solvent/Cleaning Solutions.</b> Properly recycle/dispose of used solvents/ chemicals.	<input checked="" type="checkbox"/>						
<b>Washing Vehicles/Equipment</b>							
Clean all vehicles/ equipment on designated wash pad areas that drain to sanitary sewer or recycle. Wash off-site if necessary.	<input checked="" type="checkbox"/>						
Ensure wash area & sump are large enough so all washwater drains to sanitary sewer or recycling system	<input checked="" type="checkbox"/>						
Visually monitor wash pad area.	<input checked="" type="checkbox"/>						
Consider assigning schedules for wash area use.	<input checked="" type="checkbox"/>						
<b>Fuel Dispensing Area</b>							
Store spill containment kits nearby; follow appropriate procedures, use dry cleaning methods if there is a spill.	<input checked="" type="checkbox"/>						
Train employees in proper fueling, cleaning, and spill response procedures. Conduct annual drills.	<input checked="" type="checkbox"/>						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**MUNICIPAL MAINTENANCE -- CORPORATION YARDS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of Larkspur</i>							
<b>Fuel Dispensing Area (Continued)</b>							
Install signs not to "top off" tanks.	<input checked="" type="checkbox"/>						
Discourage mobile fueling; establish designated areas for it.	<input checked="" type="checkbox"/>						
Consider covering fuel dispensing areas; no fueling over open ground. Implement Retail Gasoline Outlet BMPs.	<input checked="" type="checkbox"/>						
Design fueling area to prevent "run-on" of storm water and runoff of spills.	<input checked="" type="checkbox"/>						
<b>Fleet Maintenance/Vehicle Parking Areas</b>							
Regularly inspect equipment for leaks. Use drip pans; repair.	<input checked="" type="checkbox"/>						
Drain and replace fluids in covered shop area or where no connections to storm drains/watercourses or sanitary sewer. Select an easy-to-clean shop area.	<input checked="" type="checkbox"/>						
Dry sweep area periodically.	<input checked="" type="checkbox"/>						
Schedule outdoor repair activities for dry weather, if possible.	<input checked="" type="checkbox"/>						
Clean equipment regularly using proper collection and disposal methods when necessary	<input checked="" type="checkbox"/>						

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP Action Plan 2010.

NA = Not Applicable

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**MUNICIPAL MAINTENANCE -- LITTER CONTROL**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of Larkspur</i>							
<b>Services</b>							
Provide adequate number of litter receptacles in commercial/other litter source areas.	<input checked="" type="checkbox"/>						
Pick up litter receptacles frequently to prevent/minimize spillage.	<input checked="" type="checkbox"/>						
Document/maintain monthly records for:							
Areas targeted for litter removal;	<input checked="" type="checkbox"/>						
Total amount of material removed.	<input checked="" type="checkbox"/>						
<b>Education and Enforcement</b>							
Encourage public education to include anti-littering message (composting/ remove & containerize waste/ sweep outdoor areas/ provide municipal green waste program).	<input checked="" type="checkbox"/>						
Encourage local law enforcement to post signs and enforce anti-littering laws, especially for vacant-lot owners.	<input checked="" type="checkbox"/>						
Label litter receptacles with anti-littering messages when possible.	<input checked="" type="checkbox"/>						
Encourage participation in/assist with Coastal Cleanup Day and Earth Day litter removals.	<input checked="" type="checkbox"/>						
Encourage maintenance crews to report any privately-owned abandoned, leaking vehicles.	<input checked="" type="checkbox"/>						
<b>Alternative Approaches</b>							
Agency may submit to Regional Board for approval an alternative litter control plan.				<input checked="" type="checkbox"/>	Not planning to submit an alternative plan.		

NA = Not Applicable



**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**MUNICIPAL MAINTENANCE -- OPERATION & MAINTENANCE OF PUMP STATIONS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>City of Larkspur</b>							
<b>Visual Inspections</b>							
Inspect wet wells or forebays 1/month during the dry season for oil spills or other noticeable pollutant discharge.	<input checked="" type="checkbox"/>						
Inspect wet wells or forebays 1/week during the wet season, for oil spills or other noticeable pollutant discharge.	<input checked="" type="checkbox"/>						
<b>Maximize Removal of Pollutants Prior to Discharge</b>							
Conduct at least one comprehensive cleaning of wet wells annually to remove sediment prior to the start of the rainy season to minimize sediment discharge.	<input checked="" type="checkbox"/>						
Have spill kit readily available if there is a large potential for pollutant discharge.	<input checked="" type="checkbox"/>						
Contain lubricants, fuel, and batteries to prevent accidental spills to wet wells.	<input checked="" type="checkbox"/>						
If spill reported/observed, try to remove material at nearest access point. As practical, shut down the pump station if the material may reach it. Prevent spill from discharging if possible.	<input checked="" type="checkbox"/>						
Track spills upstream to try to locate the source(s). Document spill incidents per illicit discharge program. Implement enforcement as appropriate.	<input checked="" type="checkbox"/>						
Store oil absorbent materials in appropriate maintenance vehicles.	<input checked="" type="checkbox"/>						
<b>Disposal</b>							
Dispose of screenings at a landfill, sediment where it will not enter storm drain or receiving waters through erosion, and oil-absorbed materials as hazardous waste.	<input checked="" type="checkbox"/>						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**MUNICIPAL MAINTENANCE -- OPERATION & MAINTENANCE OF PUMP STATIONS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of Larkspur</i>							
<b>Education/ Training</b>							
Educate all pump station maintenance personnel about the performance standards. Conduct at least one meeting/year to educate.	<input checked="" type="checkbox"/>						
Conduct drills as part of the training, as appropriate.	<input checked="" type="checkbox"/>						

NA = Not Applicable

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
MUNICIPAL MAINTENANCE -- ROAD REPAIR AND MAINTENANCE

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of Larkspur</i>							
<b>General Practices</b>							
Schedule excavation and road maintenance activities for dry weather.	<input checked="" type="checkbox"/>						
Perform major equipment repairs, fueling, and maintenance at corp. yards.	<input checked="" type="checkbox"/>						
Recycle used oil, concrete, asphalt, etc..	<input checked="" type="checkbox"/>						
Train employees to use these performance standards annually.	<input checked="" type="checkbox"/>						
Distribute educational and outreach materials as appropriate to utility contractors seeking encroachment and/or grading permits.	<input checked="" type="checkbox"/>						
<b>Asphalt/Concrete Removal</b>							
Remove/recycle as much of old pavement as possible.	<input checked="" type="checkbox"/>						
Protect storm drain inlets before asphalt break-up; clean afterwards.	<input checked="" type="checkbox"/>						
Block/berm storm drain inlets during saw-cutting; immediately remove any slurry entering storm drain system.	<input checked="" type="checkbox"/>						
Remove saw-cut slurry before end of each day.	<input checked="" type="checkbox"/>						
<b>Patching and Resurfacing</b>							
No unprotected stockpiling of materials near storm drain inlets or creeks.	<input checked="" type="checkbox"/>						
Cover and seal manholes before applying sealants, etc.	<input checked="" type="checkbox"/>						
Never wash excess material from exposed aggregate concrete, etc. to storm drain; designate unpaved clean up area and proper material disposal area.	<input checked="" type="checkbox"/>						
Conserve dust control water to avoid runoff.	<input checked="" type="checkbox"/>						
Sweep up as much material as possible and properly dispose; wash streets only if runoff is controlled/contained.	<input checked="" type="checkbox"/>						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
MUNICIPAL MAINTENANCE -- ROAD REPAIR AND MAINTENANCE

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of Larkspur</i>							
Clean up all spills and leaks from equipment using "dry" methods. Properly remove contaminated soil; dispose of properly.	<input checked="" type="checkbox"/>						
After job is complete, remove stockpiles and other extras as soon as possible.	<input checked="" type="checkbox"/>						
Prevent pollution of storm water runoff around work areas if unexpected rain.	<input checked="" type="checkbox"/>						
<b>Signing and Striping</b>							
Store spill absorbent materials on trucks.	<input checked="" type="checkbox"/>						
Contain, clean up, properly dispose of waste materials per MSDS (Material Safety Data Sheet).	<input checked="" type="checkbox"/>						
<b>Equipment Clean Up/Storage</b>							
Flush sprayer paint supply lines at corp. yards; clean up properly.	<input checked="" type="checkbox"/>						
Clean sprayers, patch and paving equipment at end of day; use approved collection and disposal methods.	<input checked="" type="checkbox"/>						
Cover sprayers, patch and paving equipment if they contain pollutants to prevent rainfall from transporting pollutants to storm drains.	<input checked="" type="checkbox"/>						

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- STORM DRAINAGE FACILITIES

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of Larkspur</i>							
<b>Routine Inspection and Cleaning</b>							
Inspect and clean as necessary storm drainage facilities as directed, preferably, prior to rainy season, or alternate.	<input checked="" type="checkbox"/>						
When cleaning storm drains, remove maximum amount of material at nearest access point.	<input checked="" type="checkbox"/>						
<b>Record Keeping</b>							
Report amount of material removed when cleaning storm drainage facilities in monthly forms.	<input checked="" type="checkbox"/>						
Document and track spill incidents and coordinate with your illicit discharge control field surveys.	<input checked="" type="checkbox"/>						
Identify/target storm drain inlet areas requiring more frequent or alternative cleaning and/or public education efforts.	<input checked="" type="checkbox"/>						
<b>Spill Response</b>							
Maintenance staff makes appropriate phone calls if they suspect toxic or hazardous material spills.	<input checked="" type="checkbox"/>						
If non-hazardous, maint. Staff contains spill area immediately; cleans ASAP.	<input checked="" type="checkbox"/>						
Maintenance staff are aware of around-the-clock response/removal spill procedures for hazardous or unknown materials.	<input checked="" type="checkbox"/>						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- STORM DRAINAGE FACILITIES

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of Larkspur</i>							
<b>Spill Response (Continued)</b>							
Establish response/removal spill procedure for after work hours for non-hazardous materials.	<input checked="" type="checkbox"/>						
Maintenance staff to coordinate with Stormwater Coordinator for appropriate follow up response.	<input checked="" type="checkbox"/>						
Work with Fire and Police Departments to provide spill report copies to Stormwater Coordinators.	<input checked="" type="checkbox"/>						
<b>Disposal of Material</b>							
Store material removed from storm drainage facilities on impermeable surface (covered during rain) and drain wastewater to sanitary sewer; dispose at appropriate facility.	<input checked="" type="checkbox"/>						
<b>Alternative Approach</b>							
Agency may develop and submit to the Regional Board for approval an alternative storm drain facility pollution control plan.				<input checked="" type="checkbox"/>	Not planning to submit an alternative plan.		

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**MUNICIPAL MAINTENANCE -- STREET SWEEPING**

MUNICIPALITY NAME:

<i>City of Larkspur</i>	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b><i>Street Sweeping Frequency</i></b>							
Clean streets according to Action Plan 2010 schedule	<input checked="" type="checkbox"/>						
<b><i>Problems Associated with Efficient Street Cleaning</i></b>							
Getting Parked/Abandoned Vehicles Off Streets	<input checked="" type="checkbox"/>						
Maintain consistent sweeping schedule.	<input checked="" type="checkbox"/>						
Measures to keep curbed areas clear during cleaning.	<input checked="" type="checkbox"/>						
Removing leaves during leaf season	<input checked="" type="checkbox"/>						
Analyze alternatives; develop leaf removal program.	<input checked="" type="checkbox"/>						
Encourage residents to collect and compost leaves through green waste program or coordinate with local/regional composting program.	<input checked="" type="checkbox"/>						
Trees near streets	<input checked="" type="checkbox"/>						
Provide operators with resources to report trees interfering with cleaning.	<input checked="" type="checkbox"/>						
<b><i>Street Cleaning Operation to Maximize Pollutant Removal</i></b>							
Quality of clean streets: no dirt trails/debris.	<input checked="" type="checkbox"/>						
Check street cleaning equipment for proper adjustment.	<input checked="" type="checkbox"/>						
Operate equipment at manufacturer's specified speed.	<input checked="" type="checkbox"/>						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**MUNICIPAL MAINTENANCE -- STREET SWEEPING**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>City of Larkspur</b>							
<b>Street Cleaning Maintenance to Maximize Pollution Removal</b>							
Regularly inspect and maintain equipment.	<input checked="" type="checkbox"/>						
Replace worn components as required to maximize efficiency.	<input checked="" type="checkbox"/>						
<b>Spill Response</b>							
Report spills observed on streets immediately.	<input checked="" type="checkbox"/>						
Respond to spills per Storm Drain Facility Performance Standards	<input checked="" type="checkbox"/>						
<b>Record Keeping</b>							
Track cleaning mileage.	<input checked="" type="checkbox"/>						
Track volume or weight of material removed each cleaning day.	<input checked="" type="checkbox"/>						
Report number of curb miles swept in monthly forms.	<input checked="" type="checkbox"/>						
Identify and target areas for:							
more frequent cleaning	<input checked="" type="checkbox"/>						
efforts to remove vehicles.	<input checked="" type="checkbox"/>						
education efforts to discourage illegal dumping, etc.	<input checked="" type="checkbox"/>						
Document/track areas where spills were reported and coordinate with agency's illicit discharge control field surveys.	<input checked="" type="checkbox"/>						
<b>Contract Sweepers</b>							
Specify in contracts that compliance with these performance standards will be achieved.	<input checked="" type="checkbox"/>						
Specify in contracts that back up equipment must be available.	<input checked="" type="checkbox"/>						
Specify in contracts that all record keeping information will be provided.	<input checked="" type="checkbox"/>						



**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**MUNICIPAL MAINTENANCE -- STREET SWEEPING**

MUNICIPALITY NAME:

<i>City of Larkspur</i>	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b><i>Education /Training</i></b>							
Train staff and contractors annually to identify and report illicit discharges.	<input checked="" type="checkbox"/>						
Train staff and contractors to comply with street sweeping performance standards.	<input checked="" type="checkbox"/>						

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**ILLICIT DISCHARGE CONTROL**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of Larkspur</i>							
<b>Prepare for Illicit Discharge Screening and Investigations</b>							
Stormwater Coordinator conducts or delegates the following:							
Receive information on non-stormwater discharge reports;	<input checked="" type="checkbox"/>						
Assure illicit discharges follow-up, elimination, and clean up are conducted.	<input checked="" type="checkbox"/>						
Provide staff with information on illicit discharge source identification and elimination status;	<input checked="" type="checkbox"/>						
Make sure required reporting is completed.	<input checked="" type="checkbox"/>						
Distribute information to management and elected officials about resources needed to implement the performance standards.	<input checked="" type="checkbox"/>						
Facilitate performance standards implementation.	<input checked="" type="checkbox"/>						
Share local activities/findings with ASC.	<input checked="" type="checkbox"/>						
Train appropriate maintenance and field staff to recognize illicit discharges and response procedures.	<input checked="" type="checkbox"/>						
Train staff assigned to conduct illicit discharge investigations.	<input checked="" type="checkbox"/>						
Develop map of outfalls.	<input checked="" type="checkbox"/>						
Develop maps of complete storm drain system for use to trace illicit discharges.			<input checked="" type="checkbox"/>		Field verification in progress as of June 2013.	Estimated completion date: December 2013	

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**ILLICIT DISCHARGE CONTROL**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>City of Larkspur</b>							
<b>Conduct Field Screening</b>							
Identify evidence of illicit discharges while maintenance and field staff are conducting other routine work. Report any evidences of illicit discharges to Stormwater Coordinator.	<input checked="" type="checkbox"/>						
<b>Conduct Field Investigations</b>							
Verify whether an illicit discharge has occurred upon receiving information/ report of such. Initiate follow-up within 24 hours from receipt of report.	<input checked="" type="checkbox"/>						
Find source of illicit discharge and eliminate it. Trace source(s); record and maintain findings.	<input checked="" type="checkbox"/>						
Continue to inspect/follow-up illicit discharges until: source is found and eliminated or discharge has stopped and source cannot be traced.	<input checked="" type="checkbox"/>						
If agency identifies ≥3 illicit discharges in a fiscal year in an area served by major outfall(s), provide additional investigations in area served by outfall. Investigations to include 1+ of following:							
Periodic above-ground surveillance	<input checked="" type="checkbox"/>						
Additional business inspections	<input checked="" type="checkbox"/>						
Additional periodic investigations of outfalls, creeks, and open channels	<input checked="" type="checkbox"/>						
Additional targeted education outreach in area.	<input checked="" type="checkbox"/>						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**ILLICIT DISCHARGE CONTROL**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of Larkspur</i>							
<b><i>Follow-up To Field Screening and Investigations</i></b>							
<b>Follow-up activities:</b>							
When a party responsible for an illicit discharge is found, provide the party with: educational information about impacts, describing BMPs, local stormwater ordinance requirements, and options for proper discharge/disposal. If party not found, distribute educational materials to those in the immediate vicinity.	<input checked="" type="checkbox"/>						
Distribute appropriate educational and BMP information to business to which discharge has been traced.	<input checked="" type="checkbox"/>						
<b><i>Follow-up To Field Screening and Investigations - Continued</i></b>							
Begin enforcement procedures, if appropriate.	<input checked="" type="checkbox"/>						
Ensure that the goal of follow-up investigations is to stop the illicit discharge(s) as soon as practicable.	<input checked="" type="checkbox"/>						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**ILLICIT DISCHARGE CONTROL**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of Larkspur</i>							
<b><i>Procedures for Spill Prevention, Containment, and Response</i></b>							
Stormwater Coordinator will conduct or delegate the following:							
Investigate and record spill report/complaints.	<input checked="" type="checkbox"/>						
Become familiar with existing spill prevention, containment, response, and clean-up programs in the jurisdiction.	<input checked="" type="checkbox"/>						
Coordinate illicit discharge prevention, elimination, and clean-up activities with the spill prevention, containment, response, and clean-up programs.	<input checked="" type="checkbox"/>						
Establish a mechanism for obtaining information about spill incidents from other agencies and departments within the municipality so that source identification and follow-up activities can be coordinated.	<input checked="" type="checkbox"/>						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**ILLICIT DISCHARGE CONTROL**

MUNICIPALITY NAME:

City of Larkspur	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b>Document and Report Completion</b>							
Document number and types of illicit discharge incidents reported and follow-up actions conducted (not including automobile accident fluid spills).	<input checked="" type="checkbox"/>						
Track number of screening points monitored; number of illicit discharges identified as part of outfall monitoring activities; number of illicit discharge reported by other agency staff and the public; and follow-up activities.	<input checked="" type="checkbox"/>						
<b>Alternative Approaches</b>							
Agency may develop and submit to the Regional Board an alternative illicit discharge control and elimination plan.				<input checked="" type="checkbox"/>	Not planning to submit an alternative plan.		

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of Larkspur</i>							
<b><i>Development Plan Review and Permitting</i></b>							
Have adequate legal authority to implement stormwater quality control measures for development, redevelopment, and construction activities as part of development plan review and approval process.	<input checked="" type="checkbox"/>						
Incorporate policies and implementation measures into the General Plan to help preserve and enhance water quality and protect sensitive areas. Adopt General Plan amendments as part of upcoming/current General Plan review cycle.	<input checked="" type="checkbox"/>						
Require environmental documents for projects under CEQA or NEPA review to address significant and cumulative stormwater quality impacts over the project life, and specific construction and post-construction mitigation measures.	<input checked="" type="checkbox"/>						
Require developers/owners/ builders to control stormwater quality impacts by using appropriate construction and permanent best management practices. Require projects with significant stormwater pollution potential to avoid, minimize, and mitigate the potential adverse impacts. Require developers/ owners/builders of projects with permanent structural stormwater controls to ensure ongoing operation and maintenance of the controls as part of project approval.	<input checked="" type="checkbox"/>						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of Larkspur</i>							
<b>Development Plan Review and Permitting (cont.)</b>							
Require developers/owners/ builders to control stormwater quality impacts of their projects by using appropriate BMPs during construction activities.	<input checked="" type="checkbox"/>						
Require developers/owners/ builders of projects with potential for significant erosion and planned construction activity during the wet season to prepare and implement an effective erosion and sediment control plan, or similar document, prior to the start of the wet season.	<input checked="" type="checkbox"/>						
Require developers/owners/ builders of projects that disturb land area of one acre or more to demonstrate coverage under the State NPDES Stormwater Construction General Permit (CGP).	<input checked="" type="checkbox"/>						
Ensure municipal capital improvement projects also include stormwater quality control measures during and after construction, as appropriate for each project.	<input checked="" type="checkbox"/>						
Require developers and owner/builders of projects that disturb a land area of one acre or more that have obtained coverage under the State Construction General Permit to submit a copy of NOI to keep on file.	<input checked="" type="checkbox"/>						
Consider adopting a model ordinance that would require site planning or design practices and/or post construction controls to protect water quality, such as the controls described in the <i>Start at the Source</i> (BASMAA, 1999) manual.	<input checked="" type="checkbox"/>						



**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of Larkspur</i>							
<b>Additional Erosion and Sediment Controls</b>							
Maintain an erosion and sediment control program that includes requirements for minimum BMPs, sufficient enforcement authority, training and tools for inspectors, and information for developers and contractors.	<input checked="" type="checkbox"/>						
As a condition for issuing a grading permit, require developers/owners/ builders to prepare, submit for review and approval, and implement an effective erosion and sediment control (ESC) plan or similar administrative document that contains ESC provisions.	<input checked="" type="checkbox"/>						
Consider adopting a model ordinance that would require site planning or design practices and/or post construction controls to protect water quality, such as the controls described in the Start at the Source (BASMAA, 1999) manual.	<input checked="" type="checkbox"/>						
<b>Construction Inspection</b>							
Through a construction inspection process, require construction contractors to properly store, use, and dispose of construction materials, chemicals, and wastes from construction sites and prevent illicit discharges to storm drains and watercourses.	<input checked="" type="checkbox"/>						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of Larkspur</i>							
<b>Construction Inspection (cont.)</b>							
Through the construction inspection process, for development projects with significant erosion potential, require that erosion and sediment control measures are implemented through a construction inspection process, in accordance with local ordinances and project COA's. Require measures to be maintained as needed during construction.	<input checked="" type="checkbox"/>						
Oversee the inspection of construction sites for adequacy of stormwater quality control measures on a regular basis, including inspection of permanent structural control measures. Base inspection frequency on: project's potential impact to stormwater quality; project size; site topography and soil characteristics; season in which construction phase occurs; and nature of construction activity.	<input checked="" type="checkbox"/>						
Require that each active construction site be stabilized prior to the beginning of the wet season to minimize erosion and discharges of sediment from disturbed areas. Oversee the inspection of these sites to make sure requirements are being met.	<input checked="" type="checkbox"/>						
During the wet season, oversee the inspection of all construction sites with ESC following each major storm event.	<input checked="" type="checkbox"/>						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of Larkspur</i>							
<b>Education and Outreach</b>							
Train, at least annually, staff from planning, building, and other public works staff on planning procedures, policies, design guidelines, and BMPs for stormwater pollution prevention and control.	<input checked="" type="checkbox"/>						
<b>Education and Outreach (cont.)</b>							
Train, at least annually, construction inspection staff on inspection procedures, documentation, and enforcement related to stormwater pollution prevention.	<input checked="" type="checkbox"/>						
Distribute appropriate educational and training materials to agency staff, contractors, construction site operators, developers, and owner/builders. Distribute information and guidance materials to developers/owners/builders early in the application or design review process, as appropriate.	<input checked="" type="checkbox"/>						
Distribute appropriate educational and outreach materials provided by the Regional Board to utility contractors seeking encroachment and/or grading permits from the municipality.	<input checked="" type="checkbox"/>						

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.  
NA = Not Applicable

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
INDUSTRIAL AND COMMERCIAL DISCHARGE CONTROLS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of Larkspur</i>							
<b>Targeting Inspections to Achieve the Most Benefit</b>							
Develop and update a business inspection plan describing:							
inspecting agency/department	<input checked="" type="checkbox"/>						
the agency/department conducting stormwater follow-up/enforcement	<input checked="" type="checkbox"/>						
how information will be coordinated among agencies/departments	<input checked="" type="checkbox"/>						
Priorities for inspecting businesses; identify target businesses with high discharge potential.	<input checked="" type="checkbox"/>						
Inspect and distribute appropriate BMP information to all businesses that impact stormwater quality at least once during <i>Action Plan</i> period (5 years).	<input checked="" type="checkbox"/>						
Inspect and distribute appropriate BMP information to target businesses within jurisdiction.	<input checked="" type="checkbox"/>						
Educate business owners and operators about stormwater pollution prevention, separate from the inspection program.	<input checked="" type="checkbox"/>						
Respond to complaints/ referrals concerning a facility.	<input checked="" type="checkbox"/>						
Reevaluate your agency's priorities for inspecting businesses and update business inspection plan as needed.	<input checked="" type="checkbox"/>						
<b>Preparing for Inspections</b>							
Train facility inspectors so that each inspector can conduct effective stormwater inspections.	<input checked="" type="checkbox"/>						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
INDUSTRIAL AND COMMERCIAL DISCHARGE CONTROLS**

MUNICIPALITY NAME:

City of Larkspur	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b><i>Preparing for Inspections (cont.)</i></b>							
Stormwater Coordinator will be responsible for being familiar with: stormwater regulations and requirements; impacts of non-stormwater discharges to water bodies; inspection techniques and procedures; follow-up and enforcement procedures; and stormwater BMPs. Stormwater Coordinator will obtain ongoing training to support inspection activities and program implementation.	<input checked="" type="checkbox"/>						
<b><i>Conducting Inspections</i></b>							
Inspectors review facility layout to locate storm drain system/ stormwater drainage path	<input checked="" type="checkbox"/>						
Inspectors review/inspect the following for potential to discharge pollutants or exposure to runoff:							
Outdoor process/ manufacturing areas	<input checked="" type="checkbox"/>						
Outdoor material storage areas	<input checked="" type="checkbox"/>						
Outdoor waste storage and disposal areas	<input checked="" type="checkbox"/>						
Outdoor vehicle and heavy equipment storage and maintenance areas	<input checked="" type="checkbox"/>						
Outdoor parking areas and access roads	<input checked="" type="checkbox"/>						
Outdoor wash areas	<input checked="" type="checkbox"/>						
Surface discharge outlets from rooftop equipment; and	<input checked="" type="checkbox"/>						
Outdoor drainage from indoor areas	<input checked="" type="checkbox"/>						
Inspectors notify Stormwater Coordinator of potential to discharge pollutants from non-stormwater discharges and pollutant exposure to stormwater from a business.	<input checked="" type="checkbox"/>						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
INDUSTRIAL AND COMMERCIAL DISCHARGE CONTROLS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of Larkspur</i>							
<b>Conducting Inspections (cont.)</b>							
When a business that impacts stormwater quality is identified, Stormwater Coordinator will conduct or delegate:							
Communicate stormwater requirements	<input checked="" type="checkbox"/>						
Distribute BMP information, educational materials, and referrals to facility representatives, and ask about employee training.	<input checked="" type="checkbox"/>						
Inform the facility representative of problems/violations found and discuss, establish a correction schedule, and follow up.	<input checked="" type="checkbox"/>						
Document and track inspection activities, follow-up, and enforcement activities for annual report.	<input checked="" type="checkbox"/>						
Stormwater Coordinator will conduct or delegate regular inspections of businesses with historical stormwater issues to ensure implementation of BMPs.	<input checked="" type="checkbox"/>						
<b>Achieving Facility Compliance</b>							
If problem identified during an inspection, perform a follow-up site visit or initiate a self-certification process where facility representative certifies in writing that the problem has been fixed.	<input checked="" type="checkbox"/>						
Begin enforcement procedures, if appropriate.	<input checked="" type="checkbox"/>						
<b>Alternative Approach</b>							
Agency may develop and submit for approval to the Regional Board an alternative industrial/commercial business inspection plan.				<input checked="" type="checkbox"/>	Not planning to submit an alternative plan.		

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**PUBLIC INFORMATION AND PARTICIPATION**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of Larkspur</i>							
<b>Coordination with Countywide Program Activities</b>							
The Stormwater Coordinator or a delegate will:							
stay informed about the programs and materials being developed by the Countywide Program by attending Agency Staff Committee meetings;	<input checked="" type="checkbox"/>						
distribute outreach and educational materials to appropriate audiences within the agency's jurisdictions. This includes, but is not limited to schools, volunteer committees, neighborhood community groups, and creek monitoring or other environmental groups.	<input checked="" type="checkbox"/>						
<b>Internal Communication and Training</b>							
<b>City Staff and Officials</b>							
Communicate MCSTOPPP information to stormwater staff and elected officials so they are informed about their role in implementing local and countywide programs.	<input checked="" type="checkbox"/>						
Train new employees.	<input checked="" type="checkbox"/>						
<b>Handling Public Telephone Calls</b>							
Establish procedure for routing stormwater calls to the appropriate staff for handling.	<input checked="" type="checkbox"/>						
Train local agency staff handling calls on established procedures.	<input checked="" type="checkbox"/>						
Promote use of one of the agency's phone numbers to facilitate public reporting of illicit discharges.	<input checked="" type="checkbox"/>						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**PUBLIC INFORMATION AND PARTICIPATION**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of Larkspur</i>							
<b>Storm Drain Stencils/Signs</b>							
Each agency will have a program installing stencils/signs on publicly owned storm drain inlets.	<input checked="" type="checkbox"/>						
Maintain signs sufficiently so that they are legible.	<input checked="" type="checkbox"/>						
<b>Coordination with Public Schools (K-12)</b>							
Distribute information about school based outreach and educational materials developed by the Countwide Program to public schools within the agency's jurisdiction (e.g. disseminating information on how to get copies of materials).	<input checked="" type="checkbox"/>						
<b>Local Community Outreach</b>							
Participated in at least three activities annually (agency representing over 50,000 people); two activities annually (agency representing between 5,000 and 50,000 people); or one activity annually (agency representing less than 5,000 people).	<input checked="" type="checkbox"/>						
Consider initiating and supporting a community outreach program.	<input checked="" type="checkbox"/>						
Agencies with creeks will support their local "friends" of the creek group or equivalent program.	<input checked="" type="checkbox"/>						

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

Y = Yes  
 N = No  
 P = Partial  
 NA = Not Applicable

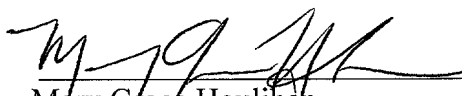
- Factors to consider in determining appropriateness include appropriate for local population, pollution sources, receiving water concerns, and integration with local management procedures.
- Assessment Parameters are quantifiable measurements used to measure effectiveness towards achieving the statutory goal of reducing the discharge of pollutants to the maximum extent practicable.



CERTIFICATION STATEMENT  
FOR  
2012-13 MCSTOPPP ANNUAL REPORT DELIVERABLE FORMS  
  
CITY OF LARKSPUR

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 assure 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, to the best of my knowledge and belief, the information submitted is 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.

As required by the San Francisco Bay Regional Water Quality Control Board the local program stormwater reporting forms (performance standards tables), which report the status of each identified measurable goal, are included with the enclosed Annual Report Deliverable Forms. The local program stormwater reporting forms are also maintained and kept current in internal documentation binders. These reporting forms are kept on file at 250 Doherty Drive, Engineering Offices, Larkspur, CA 94939, and are available for public review during normal business hours.

  
\_\_\_\_\_  
Mary Grace Houlihan  
Public Works Director/City Engineer

7/3/13  
Date

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
MUNICIPAL MAINTENANCE -- CORPORATION YARDS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of Mill Valley</i>							
<b>General Standards/Training</b>							
Prepare and maintain a current SWPPP for each facility.	<input checked="" type="checkbox"/>						
Assign one person for each corp. yard to ensure BMPs are implemented.	<input checked="" type="checkbox"/>						
Prepare spill containment kits; store in appropriate locations. Conduct annual drills on how to use the kits.	<input checked="" type="checkbox"/>						
Stencil inlets to storm drainage system.	<input checked="" type="checkbox"/>						
Conduct annual facility surveys for performance standards compliance.	<input checked="" type="checkbox"/>						
Post performance standards guidance and BMPs in appropriate areas.	<input checked="" type="checkbox"/>						
Describe activities to educate staff regarding performance standards in annual report.	<input checked="" type="checkbox"/>						
Include stormwater performance standards in annual updates of other environmental management plans and review plans with facility users.	<input checked="" type="checkbox"/>						
<b>General Housekeeping</b>							
Dispose material removed from streets/storm drainage facilities often to eliminate exposure to rainwater and runoff.	<input checked="" type="checkbox"/>						
Sweep corp. yard at least monthly.	<input checked="" type="checkbox"/>						
Keep chemical storage areas neat and orderly	<input checked="" type="checkbox"/>						
Stockpile materials away from streets, gutters, storm drain inlets, or water channels when possible.	<input checked="" type="checkbox"/>						
Inspect the yard at least monthly and during rain events to ensure there are no illicit discharges to the storm drain system.	<input checked="" type="checkbox"/>						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- CORPORATION YARDS

MUNICIPALITY NAME:

<i>City of Mill Valley</i>	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b><i>Refuse Holding Area</i></b>							
Store material removed from storm drainage facilities/streets on concrete/impermeable pad in contained area. Liquids to sanitary sewer or evaporated. In rainy season, cover area.	<input checked="" type="checkbox"/>						
<b><i>Auxiliary Storage Areas/Yard</i></b>							
Store chemicals in appropriate areas.	<input checked="" type="checkbox"/>						
<b><i>Chemical Storage</i></b>							
Store paint, chemicals in approved covered containment area. Waste drums closed when not in use; correct labeling; protection from vandalism.	<input checked="" type="checkbox"/>						
If stored outside, keep containers in containment area with tight-fitting lids, preventing discharge to storm drain or contact with rain.	<input checked="" type="checkbox"/>						
Review Material Safety Data Sheets (MSDS) to ensure appropriate materials separation.	<input checked="" type="checkbox"/>						
Review Hazardous Materials Business Plan (HMBP) for requirements.	<input checked="" type="checkbox"/>						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- CORPORATION YARDS

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of Mill Valley</i>							
<b>Chemical Usage</b>							
Ensure safety equipment and spill containment kits readily accessible in chemical areas; inspect safety equipment.	<input checked="" type="checkbox"/>						
Review Material Safety Data Sheets for proper use.	<input checked="" type="checkbox"/>						
Minimize use of chemicals.	<input checked="" type="checkbox"/>						
Recycle/dispose of excess chemicals at approved locations.	<input checked="" type="checkbox"/>						
Ensure chemical containers have secure lids and transport properly.	<input checked="" type="checkbox"/>						
Properly remove soils contaminated with spilled materials.	<input checked="" type="checkbox"/>						
<b>A. Oil-based Paints.</b> Wipe oil-based paints from brushes; use filters, reuse thinners or dispose as hazardous waste.				<input checked="" type="checkbox"/>	We do not use oil based paints		
<b>B. Water-based Paints.</b> Rinse water-based paints out of brushes, discharge to sanitary sewer; dry excess paint to trash; otherwise hazardous waste or recycle.	<input checked="" type="checkbox"/>						
<b>C. Automotive Fluids.</b> Collect used automotive fluids; dispose or recycle appropriately.	<input checked="" type="checkbox"/>						
<b>D. Pesticides.</b> Follow California Department of Pesticide Regulations procedures for mixing, application, storage, and recycling requirements.	<input checked="" type="checkbox"/>						
Consider using IPM. Use least toxic methods. Avoid copper-based pesticides and diazinon.	<input checked="" type="checkbox"/>						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
MUNICIPAL MAINTENANCE -- CORPORATION YARDS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of Mill Valley</i>							
Apply pesticides at appropriate times to minimize runoff.	<input checked="" type="checkbox"/>						
Mix only as much pesticides as needed. Do not mix or load pesticides near storm drains.	<input checked="" type="checkbox"/>						
<b>E. Solvent/Cleaning Solutions.</b> Properly recycle/dispose of used solvents/ chemicals.	<input checked="" type="checkbox"/>						
<b><i>Washing Vehicles/Equipment</i></b>							
Clean all vehicles/ equipment on designated wash pad areas that drain to sanitary sewer or recycle. Wash off-site if necessary.	<input checked="" type="checkbox"/>						
Ensure wash area & sump are large enough so all washwater drains to sanitary sewer or recycling system	<input checked="" type="checkbox"/>						
Visually monitor wash pad area.	<input checked="" type="checkbox"/>						
Consider assigning schedules for wash area use.				<input checked="" type="checkbox"/>	Due to the fact that we are a small city, a schedule for wash area use is unnecessary.		
<b><i>Fuel Dispensing Area</i></b>							
Store spill containment kits nearby; follow appropriate procedures, use dry cleaning methods if there is a spill.	<input checked="" type="checkbox"/>						
Train employees in proper fueling, cleaning, and spill response procedures. Conduct annual drills.	<input checked="" type="checkbox"/>						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
MUNICIPAL MAINTENANCE -- CORPORATION YARDS

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of Mill Valley</i>							
<b>Fuel Dispensing Area (Continued)</b>							
Install signs not to "top off" tanks.	<input checked="" type="checkbox"/>						
Discourage mobile fueling; establish designated areas for it.	<input checked="" type="checkbox"/>						
Consider covering fuel dispensing areas; no fueling over open ground. Implement Retail Gasoline Outlet BMPs.	<input checked="" type="checkbox"/>						
Design fueling area to prevent "run-on" of storm water and runoff of spills.	<input checked="" type="checkbox"/>						
<b>Fleet Maintenance/Vehicle Parking Areas</b>							
Regularly inspect equipment for leaks. Use drip pans; repair.	<input checked="" type="checkbox"/>						
Drain and replace fluids in covered shop area or where no connections to storm drains/watercourses or sanitary sewer. Select an easy-to-clean shop area.	<input checked="" type="checkbox"/>						
Dry sweep area periodically.	<input checked="" type="checkbox"/>						
Schedule outdoor repair activities for dry weather, if possible.	<input checked="" type="checkbox"/>						
Clean equipment regularly using proper collection and disposal methods when necessary	<input checked="" type="checkbox"/>						

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP Action Plan 2010.

NA = Not Applicable

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
MUNICIPAL MAINTENANCE -- LITTER CONTROL

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of Mill Valley</i>							
<b>Services</b>							
Provide adequate number of litter receptacles in commercial/other litter source areas.	<input checked="" type="checkbox"/>						
Pick up litter receptacles frequently to prevent/minimize spillage.	<input checked="" type="checkbox"/>						
Document/maintain monthly records for:							
Areas targeted for litter removal;	<input checked="" type="checkbox"/>						
Total amount of material removed.	<input checked="" type="checkbox"/>						
<b>Education and Enforcement</b>							
Encourage public education to include anti-littering message (composting/ remove & containerize waste/ sweep outdoor areas/ provide municipal green waste program).	<input checked="" type="checkbox"/>						
Encourage local law enforcement to post signs and enforce anti-littering laws, especially for vacant-lot owners.				<input checked="" type="checkbox"/>	We don't have many vacant lots. Police enforce if something illegal is observed.		
Label litter receptacles with anti-littering messages when possible.	<input checked="" type="checkbox"/>						
Encourage participation in/assist with Coastal Cleanup Day and Earth Day litter removals.	<input checked="" type="checkbox"/>						
Encourage maintenance crews to report any privately-owned abandoned, leaking vehicles.	<input checked="" type="checkbox"/>						
<b>Alternative Approaches</b>							
Agency may submit to Regional Board for approval an alternative litter control plan.				<input checked="" type="checkbox"/>	Not planning to submit an alternative plan.		

NA = Not Applicable

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- OPERATION & MAINTENANCE OF PUMP STATIONS

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>City of Mill Valley</b>							
<b>Visual Inspections</b>							
Inspect wet wells or forebays 1/month during the dry season for oil spills or other noticeable pollutant discharge.	<input checked="" type="checkbox"/>						
Inspect wet wells or forebays 1/week during the wet season, for oil spills or other noticeable pollutant discharge.	<input checked="" type="checkbox"/>						
<b>Maximize Removal of Pollutants Prior to Discharge</b>							
Conduct at least one comprehensive cleaning of wet wells annually to remove sediment prior to the start of the rainy season to minimize sediment discharge.	<input checked="" type="checkbox"/>						
Have spill kit readily available if there is a large potential for pollutant discharge.	<input checked="" type="checkbox"/>						
Contain lubricants, fuel, and batteries to prevent accidental spills to wet wells.	<input checked="" type="checkbox"/>						
If spill reported/observed, try to remove material at nearest access point. As practical, shut down the pump station if the material may reach it. Prevent spill from discharging if possible.	<input checked="" type="checkbox"/>						
Track spills upstream to try to locate the source(s). Document spill incidents per illicit discharge program. Implement enforcement as appropriate.	<input checked="" type="checkbox"/>						
Store oil absorbent materials in appropriate maintenance vehicles.	<input checked="" type="checkbox"/>						
<b>Disposal</b>							
Dispose of screenings at a landfill, sediment where it will not enter storm drain or receiving waters through erosion, and oil-absorbed materials as hazardous waste.	<input checked="" type="checkbox"/>						



**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**MUNICIPAL MAINTENANCE -- OPERATION & MAINTENANCE OF PUMP STATIONS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>City of Mill Valley</b>							
<b>Education/ Training</b>							
Educate all pump station maintenance personnel about the performance standards. Conduct at least one meeting/year to educate.	<input checked="" type="checkbox"/>						
Conduct drills as part of the training, as appropriate.	<input checked="" type="checkbox"/>						

NA = Not Applicable

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
MUNICIPAL MAINTENANCE -- ROAD REPAIR AND MAINTENANCE

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of Mill Valley</i>							
<b>General Practices</b>							
Schedule excavation and road maintenance activities for dry weather.	<input checked="" type="checkbox"/>						
Perform major equipment repairs, fueling, and maintenance at corp. yards.	<input checked="" type="checkbox"/>						
Recycle used oil, concrete, asphalt, etc..	<input checked="" type="checkbox"/>						
Train employees to use these performance standards annually.	<input checked="" type="checkbox"/>						
Distribute educational and outreach materials as appropriate to utility contractors seeking encroachment and/or grading permits.	<input checked="" type="checkbox"/>						
<b>Asphalt/Concrete Removal</b>							
Remove/recycle as much of old pavement as possible.	<input checked="" type="checkbox"/>						
Protect storm drain inlets before asphalt break-up; clean afterwards.	<input checked="" type="checkbox"/>						
Block/berm storm drain inlets during saw-cutting; immediately remove any slurry entering storm drain system.	<input checked="" type="checkbox"/>						
Remove saw-cut slurry before end of each day.	<input checked="" type="checkbox"/>						
<b>Patching and Resurfacing</b>							
No unprotected stockpiling of materials near storm drain inlets or creeks.	<input checked="" type="checkbox"/>						
Cover and seal manholes before applying sealants, etc.	<input checked="" type="checkbox"/>						
Never wash excess material from exposed aggregate concrete, etc. to storm drain; designate unpaved clean up area and proper material disposal area.	<input checked="" type="checkbox"/>						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
MUNICIPAL MAINTENANCE -- ROAD REPAIR AND MAINTENANCE**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of Mill Valley</i>							
Conserve dust control water to avoid runoff.	<input checked="" type="checkbox"/>						
Sweep up as much material as possible and properly dispose; wash streets only if runoff is controlled/contained.	<input checked="" type="checkbox"/>						
Clean up all spills and leaks from equipment using "dry" methods. Properly remove contaminated soil; dispose of properly.	<input checked="" type="checkbox"/>						
After job is complete, remove stockpiles and other extras as soon as possible.	<input checked="" type="checkbox"/>						
Prevent pollution of storm water runoff around work areas if unexpected rain.	<input checked="" type="checkbox"/>						
<b><i>Signing and Striping</i></b>							
Store spill absorbent materials on trucks.	<input checked="" type="checkbox"/>						
Contain, clean up, properly dispose of waste materials per MSDS (Material Safety Data Sheet).	<input checked="" type="checkbox"/>						
<b><i>Equipment Clean Up/Storage</i></b>							
Flush sprayer paint supply lines at corp. yards; clean up properly.	<input checked="" type="checkbox"/>						
Clean sprayers, patch and paving equipment at end of day; use approved collection and disposal methods.	<input checked="" type="checkbox"/>						
Cover sprayers, patch and paving equipment if they contain pollutants to prevent rainfall from transporting pollutants to storm drains.	<input checked="" type="checkbox"/>						

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
MUNICIPAL MAINTENANCE -- STORM DRAINAGE FACILITIES

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of Mill Valley</i>							
<b>Routine Inspection and Cleaning</b>							
Inspect and clean as necessary storm drainage facilities as directed, preferably, prior to rainy season, or alternate.	<input checked="" type="checkbox"/>						
When cleaning storm drains, remove maximum amount of material at nearest access point.	<input checked="" type="checkbox"/>						
<b>Record Keeping</b>							
Report amount of material removed when cleaning storm drainage facilities in monthly forms.	<input checked="" type="checkbox"/>						
Document and track spill incidents and coordinate with your illicit discharge control field surveys.	<input checked="" type="checkbox"/>						
Identify/target storm drain inlet areas requiring more frequent or alternative cleaning and/or public education efforts.	<input checked="" type="checkbox"/>						
<b>Spill Response</b>							
Maintenance staff makes appropriate phone calls if they suspect toxic or hazardous material spills.	<input checked="" type="checkbox"/>						
If non-hazardous, maint. Staff contains spill area immediately; cleans ASAP.	<input checked="" type="checkbox"/>						
Maintenance staff are aware of around-the-clock response/removal spill procedures for hazardous or unknown materials.	<input checked="" type="checkbox"/>						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
MUNICIPAL MAINTENANCE -- STORM DRAINAGE FACILITIES**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of Mill Valley</i>							
<b><i>Spill Response (Continued)</i></b>							
Establish response/removal spill procedure for after work hours for non-hazardous materials.	<input checked="" type="checkbox"/>						
Maintenance staff to coordinate with Stormwater Coordinator for appropriate follow-up response.	<input checked="" type="checkbox"/>						
Work with Fire and Police Departments to provide spill report copies to Stormwater Coordinators.	<input checked="" type="checkbox"/>						
<b><i>Disposal of Material</i></b>							
Store material removed from storm drainage facilities on impermeable surface (covered during rain) and drain wastewater to sanitary sewer; dispose at appropriate facility.	<input checked="" type="checkbox"/>						
<b><i>Alternative Approach</i></b>							
Agency may develop and submit to the Regional Board for approval an alternative storm drain facility pollution control plan.				<input checked="" type="checkbox"/>	Not planning to submit an alternative plan.		

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- STREET SWEEPING

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of Mill Valley</i>							
<b>Street Sweeping Frequency</b>							
Clean streets according to Action Plan 2010 schedule	<input checked="" type="checkbox"/>						
<b>Problems Associated with Efficient Street Cleaning</b>							
Getting Parked/Abandoned Vehicles Off Streets	<input checked="" type="checkbox"/>						
Maintain consistent sweeping schedule.	<input checked="" type="checkbox"/>						
Measures to keep curbed areas clear during cleaning.	<input checked="" type="checkbox"/>						
Removing leaves during leaf season	<input checked="" type="checkbox"/>						
Analyze alternatives; develop leaf removal program.				<input checked="" type="checkbox"/>	We don't have the resources to devote to analysis of alternatives		
Encourage residents to collect and compost leaves through green waste program or coordinate with local/regional composting program.	<input checked="" type="checkbox"/>						
Trees near streets	<input checked="" type="checkbox"/>						
Provide operators with resources to report trees interfering with cleaning.	<input checked="" type="checkbox"/>						
<b>Street Cleaning Operation to Maximize Pollutant Removal</b>							
Quality of clean streets: no dirt trails/debris.	<input checked="" type="checkbox"/>						
Check street cleaning equipment for proper adjustment.	<input checked="" type="checkbox"/>						
Operate equipment at manufacturer's specified speed.	<input checked="" type="checkbox"/>						
<b>Street Cleaning Maintenance to Maximize Pollution Removal</b>							
Regularly inspect and maintain equipment.	<input checked="" type="checkbox"/>						
Replace worn components as required to maximize efficiency.	<input checked="" type="checkbox"/>						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
MUNICIPAL MAINTENANCE -- STREET SWEEPING

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>City of Mill Valley</b>							
<b>Spill Response</b>							
Report spills observed on streets immediately.	<input checked="" type="checkbox"/>						
Respond to spills per Storm Drain Facility Performance Standards	<input checked="" type="checkbox"/>						
<b>Record Keeping</b>							
Track cleaning mileage.	<input checked="" type="checkbox"/>						
Track volume or weight of material removed each cleaning day.	<input checked="" type="checkbox"/>						
Report number of curb miles swept in monthly forms.	<input checked="" type="checkbox"/>						
Identify and target areas for:							
more frequent cleaning	<input checked="" type="checkbox"/>						
efforts to remove vehicles.				<input checked="" type="checkbox"/>	Some areas have signage limiting parking hours, specifically for sweeping; otherwise, they simply sweep around vehicles		
education efforts to discourage illegal dumping, etc.	<input checked="" type="checkbox"/>						
Document/track areas where spills were reported and coordinate with agency's illicit discharge control field surveys.	<input checked="" type="checkbox"/>						
<b>Contract Sweepers</b>							
Specify in contracts that compliance with these performance standards will be achieved.	<input checked="" type="checkbox"/>						
Specify in contracts that back up equipment must be available.	<input checked="" type="checkbox"/>						
Specify in contracts that all record keeping information will be provided.	<input checked="" type="checkbox"/>						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- STREET SWEEPING

MUNICIPALITY NAME:

City of Mill Valley	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b>Education /Training</b>							
Train staff and contractors annually to identify and report illicit discharges.	<input checked="" type="checkbox"/>						
Train staff and contractors to comply with street sweeping performance standards.	<input checked="" type="checkbox"/>						

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable



MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
*ILLICIT DISCHARGE CONTROL*

MUNICIPALITY NAME:

City of Mill Valley	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b>Prepare for Illicit Discharge Screening and Investigations</b>							
Stormwater Coordinator conducts or delegates the following:							
Receive information on non-stormwater discharge reports;	<input checked="" type="checkbox"/>						
Assure illicit discharges follow-up, elimination, and clean up are conducted.	<input checked="" type="checkbox"/>						
Provide staff with information on illicit discharge source identification and elimination status;	<input checked="" type="checkbox"/>						
Make sure required reporting is completed.	<input checked="" type="checkbox"/>						
Distribute information to management and elected officials about resources needed to implement the performance standards.	<input checked="" type="checkbox"/>						
Facilitate performance standards implementation.	<input checked="" type="checkbox"/>						
Share local activities/findings with ASC.	<input checked="" type="checkbox"/>						
Train appropriate maintenance and field staff to recognize illicit discharges and response procedures.	<input checked="" type="checkbox"/>						
Train staff assigned to conduct illicit discharge investigations.	<input checked="" type="checkbox"/>						
Develop map of outfalls.	<input checked="" type="checkbox"/>						
Develop maps of complete storm drain system for use to trace illicit discharges.	<input checked="" type="checkbox"/>						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**ILLICIT DISCHARGE CONTROL**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>City of Mill Valley</b>							
<b>Conduct Field Screening</b>							
Identify evidence of illicit discharges while maintenance and field staff are conducting other routine work. Report any evidences of illicit discharges to Stormwater Coordinator.	<input checked="" type="checkbox"/>						
<b>Conduct Field Investigations</b>							
Verify whether an illicit discharge has occurred upon receiving information/ report of such. Initiate follow-up within 24 hours from receipt of report.	<input checked="" type="checkbox"/>						
Find source of illicit discharge and eliminate it. Trace source(s); record and maintain findings.	<input checked="" type="checkbox"/>						
Continue to inspect/follow-up illicit discharges until: source is found and eliminated or discharge has stopped and source cannot be traced.	<input checked="" type="checkbox"/>						
If agency identifies $\geq 3$ illicit discharges in a fiscal year in an area served by major outfall(s), provide additional investigations in area served by outfall. Investigations to include 1+ of following:							
Periodic above-ground surveillance	<input checked="" type="checkbox"/>						
Additional business inspections	<input checked="" type="checkbox"/>						
Additional periodic investigations of outfalls, creeks, and open channels	<input checked="" type="checkbox"/>						
Additional targeted education outreach in area.	<input checked="" type="checkbox"/>						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**ILLICIT DISCHARGE CONTROL**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of Mill Valley</i>							
<b>Follow-up To Field Screening and Investigations</b>							
<b>Follow-up activities:</b>							
When a party responsible for an illicit discharge is found, provide the party with: educational information about impacts, describing BMPs, local stormwater ordinance requirements, and options for proper discharge/disposal. If party not found, distribute educational materials to those in the immediate vicinity.	<input checked="" type="checkbox"/>						
Distribute appropriate educational and BMP information to business to which discharge has been traced.	<input checked="" type="checkbox"/>						
<b>Follow-up To Field Screening and Investigations - Continued</b>							
Begin enforcement procedures, if appropriate.	<input checked="" type="checkbox"/>						
Ensure that the goal of follow-up investigations is to stop the illicit discharge(s) as soon as practicable.	<input checked="" type="checkbox"/>						
<b>Procedures for Spill Prevention, Containment, and Response</b>							
Stormwater Coordinator will conduct or delegate the following:							
Investigate and record spill report/complaints.	<input checked="" type="checkbox"/>						
Become familiar with existing spill prevention, containment, response, and clean-up programs in the jurisdiction.	<input checked="" type="checkbox"/>						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**ILLICIT DISCHARGE CONTROL**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of Mill Valley</i>							
Coordinate illicit discharge prevention, elimination, and clean-up activities with the spill prevention, containment, response, and clean-up programs.	<input checked="" type="checkbox"/>						
Establish a mechanism for obtaining information about spill incidents from other agencies and departments within the municipality so that source identification and follow-up activities can be coordinated.	<input checked="" type="checkbox"/>						
<b>Document and Report Completion</b>							
Document number and types of illicit discharge incidents reported and follow-up actions conducted (not including automobile accident fluid spills).	<input checked="" type="checkbox"/>						
Track number of screening points monitored; number of illicit discharges identified as part of outfall monitoring activities; number of illicit discharge reported by other agency staff and the public; and follow-up activities.	<input checked="" type="checkbox"/>						
<b>Alternative Approaches</b>							
Agency may develop and submit to the Regional Board an alternative illicit discharge control and elimination plan.				<input checked="" type="checkbox"/>	Not planning to submit an alternative plan.		

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of Mill Valley</i>							
<b><i>Development Plan Review and Permitting</i></b>							
Have adequate legal authority to implement stormwater quality control measures for development, redevelopment, and construction activities as part of development plan review and approval process.	<input checked="" type="checkbox"/>						
Incorporate policies and implementation measures into the General Plan to help preserve and enhance water quality and protect sensitive areas. Adopt General Plan amendments as part of upcoming/current General Plan review cycle.	<input checked="" type="checkbox"/>						
Require environmental documents for projects under CEQA or NEPA review to address significant and cumulative stormwater quality impacts over the project life, and specific construction and post-construction mitigation measures.	<input checked="" type="checkbox"/>						
Require developers/owners/ builders to control stormwater quality impacts by using appropriate construction and permanent best management practices. Require projects with significant stormwater pollution potential to avoid, minimize, and mitigate the potential adverse impacts. Require developers/ owners/builders of projects with permanent structural stormwater controls to ensure ongoing operation and maintenance of the controls as part of project approval.	<input checked="" type="checkbox"/>						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>Development Plan Review and Permitting (cont.)</i>							
Require developers/owners/ builders to control stormwater quality impacts of their projects by using appropriate BMPs during construction activities.	<input checked="" type="checkbox"/>						
Require developers/owners/ builders of projects with potential for significant erosion and planned construction activity during the wet season to prepare and implement an effective erosion and sediment control plan, or similar document, prior to the start of the wet season.	<input checked="" type="checkbox"/>						
Require developers/owners/ builders of projects that disturb land area of one acre or more to demonstrate coverage under the State NPDES Stormwater Construction General Permit (CGP).	<input checked="" type="checkbox"/>						
Ensure municipal capital improvement projects also include stormwater quality control measures during and after construction, as appropriate for each project.	<input checked="" type="checkbox"/>						
Require developers and owner/builders of projects that disturb a land area of one acre or more that have obtained coverage under the State Construction General Permit to submit a copy of NOI to keep on file.	<input checked="" type="checkbox"/>						
Consider adopting a model ordinance that would require site planning or design practices and/or post construction controls to protect water quality, such as the controls described in the <i>Start at the Source</i> (BASMAA, 1999) manual.	<input checked="" type="checkbox"/>						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of Mill Valley</i>							
<b>Additional Erosion and Sediment Controls</b>							
Maintain an erosion and sediment control program that includes requirements for minimum BMPs, sufficient enforcement authority, training and tools for inspectors, and information for developers and contractors.	<input checked="" type="checkbox"/>						
As a condition for issuing a grading permit, require developers/owners/ builders to prepare, submit for review and approval, and implement an effective erosion and sediment control (ESC) plan or similar administrative document that contains ESC provisions.	<input checked="" type="checkbox"/>						
Consider adopting a model ordinance that would require site planning or design practices and/or post construction controls to protect water quality, such as the controls described in the Start at the Source (BASMAA, 1999) manual.	<input checked="" type="checkbox"/>						
<b>Construction Inspection</b>							
Through a construction inspection process, require construction contractors to properly store, use, and dispose of construction materials, chemicals, and wastes from construction sites and prevent illicit discharges to storm drains and watercourses.	<input checked="" type="checkbox"/>						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of Mill Valley</i>							
<b>Construction Inspection (cont.)</b>							
Through the construction inspection process, for development projects with significant erosion potential, require that erosion and sediment control measures are implemented through a construction inspection process, in accordance with local ordinances and project COA's. Require measures to be maintained as needed during construction.	<input checked="" type="checkbox"/>						
Oversee the inspection of construction sites for adequacy of stormwater quality control measures on a regular basis, including inspection of permanent structural control measures. Base inspection frequency on: project's potential impact to stormwater quality; project size; site topography and soil characteristics; season in which construction phase occurs; and nature of construction activity.	<input checked="" type="checkbox"/>						
Require that each active construction site be stabilized prior to the beginning of the wet season to minimize erosion and discharges of sediment from disturbed areas. Oversee the inspection of these sites to make sure requirements are being met.	<input checked="" type="checkbox"/>						
During the wet season, oversee the inspection of all construction sites with ESC following each major storm event.	<input checked="" type="checkbox"/>						
<b>Education and Outreach</b>							
Train, at least annually, staff from planning, building, and other public works staff on planning procedures, policies, design guidelines, and BMPs for stormwater pollution prevention and control.	<input checked="" type="checkbox"/>						



**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of Mill Valley</i>							
<b>Education and Outreach (cont.)</b>							
Train, at least annually, construction inspection staff on inspection procedures, documentation, and enforcement related to stormwater pollution prevention.	<input checked="" type="checkbox"/>						
Distribute appropriate educational and training materials to agency staff, contractors, construction site operators, developers, and owner/builders. Distribute information and guidance materials to developers/owners/builders early in the application or design review process, as appropriate.	<input checked="" type="checkbox"/>						
Distribute appropriate educational and outreach materials provided by the Regional Board to utility contractors seeking encroachment and/or grading permits from the municipality.	<input checked="" type="checkbox"/>						

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.  
NA = Not Applicable

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**INDUSTRIAL AND COMMERCIAL DISCHARGE CONTROLS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>City of Mill Valley</b>							
<b>Targeting Inspections to Achieve the Most Benefit</b>							
Develop and update a business inspection plan describing:							
inspecting agency/department	<input checked="" type="checkbox"/>						
the agency/department conducting stormwater follow-up/enforcement	<input checked="" type="checkbox"/>						
how information will be coordinated among agencies/departments	<input checked="" type="checkbox"/>						
Priorities for inspecting businesses; identify target businesses with high discharge potential.	<input checked="" type="checkbox"/>						
Inspect and distribute appropriate BMP information to all businesses that impact stormwater quality at least once during <i>Action Plan</i> period (5 years).	<input checked="" type="checkbox"/>						
Inspect and distribute appropriate BMP information to target businesses within jurisdiction.	<input checked="" type="checkbox"/>						
Educate business owners and operators about stormwater pollution prevention, separate from the inspection program.	<input checked="" type="checkbox"/>						
Respond to complaints/ referrals concerning a facility.	<input checked="" type="checkbox"/>						
Reevaluate your agency's priorities for inspecting businesses and update business inspection plan as needed.	<input checked="" type="checkbox"/>						
<b>Preparing for Inspections</b>							
Train facility inspectors so that each inspector can conduct effective stormwater inspections.	<input checked="" type="checkbox"/>						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
INDUSTRIAL AND COMMERCIAL DISCHARGE CONTROLS

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of Mill Valley</i>							
<b>Preparing for Inspections (cont.)</b>							
Stormwater Coordinator will be responsible for being familiar with: stormwater regulations and requirements; impacts of non-stormwater discharges to water bodies; inspection techniques and procedures; follow-up and enforcement procedures; and stormwater BMPs. Stormwater Coordinator will obtain ongoing training to support inspection activities and program implementation.	<input checked="" type="checkbox"/>						
<b>Conducting Inspections</b>							
Inspectors review facility layout to locate storm drain system/ stormwater drainage path	<input checked="" type="checkbox"/>						
Inspectors review/inspect the following for potential to discharge pollutants or exposure to runoff:							
Outdoor process/ manufacturing areas				<input checked="" type="checkbox"/>	There are no such operations in our town.		
Outdoor material storage areas	<input checked="" type="checkbox"/>						
Outdoor waste storage and disposal areas	<input checked="" type="checkbox"/>						
Outdoor vehicle and heavy equipment storage and maintenance areas	<input checked="" type="checkbox"/>						
Outdoor parking areas and access roads	<input checked="" type="checkbox"/>						
Outdoor wash areas	<input checked="" type="checkbox"/>						
Surface discharge outlets from rooftop equipment; and	<input checked="" type="checkbox"/>						
Outdoor drainage from indoor areas	<input checked="" type="checkbox"/>						
Inspectors notify Stormwater Coordinator of potential to discharge pollutants from non-stormwater discharges and pollutant exposure to stormwater from a business.	<input checked="" type="checkbox"/>						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
INDUSTRIAL AND COMMERCIAL DISCHARGE CONTROLS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>City of Mill Valley</b>							
<b>Conducting Inspections (cont.)</b>							
When a business that impacts stormwater quality is identified, Stormwater Coordinator will conduct or delegate:							
Communicate stormwater requirements	<input checked="" type="checkbox"/>						
Distribute BMP information, educational materials, and referrals to facility representatives, and ask about employee training.	<input checked="" type="checkbox"/>						
Inform the facility representative of problems/violations found and discuss, establish a correction schedule, and follow up.	<input checked="" type="checkbox"/>						
Document and track inspection activities, follow-up, and enforcement activities for annual report.	<input checked="" type="checkbox"/>						
Stormwater Coordinator will conduct or delegate regular inspections of businesses with historical stormwater issues to ensure implementation of BMPs.	<input checked="" type="checkbox"/>						
<b>Achieving Facility Compliance</b>							
If problem identified during an inspection, perform a follow-up site visit or initiate a self-certification process where facility representative certifies in writing that the problem has been fixed.	<input checked="" type="checkbox"/>						
Begin enforcement procedures, if appropriate.	<input checked="" type="checkbox"/>						
<b>Alternative Approach</b>							
Agency may develop and submit for approval to the Regional Board an alternative industrial/commercial business inspection plan.				<input checked="" type="checkbox"/>	Not planning to submit an alternative plan.		

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**PUBLIC INFORMATION AND PARTICIPATION**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of Mill Valley</i>							
<b>Coordination with Countywide Program Activities</b>							
The Stormwater Coordinator or a delegate will:							
stay informed about the programs and materials being developed by the Countywide Program by attending Agency Staff Committee meetings;	<input checked="" type="checkbox"/>						
distribute outreach and educational materials to appropriate audiences within the agency's jurisdictions. This includes, but is not limited to schools, volunteer committees, neighborhood community groups, and creek monitoring or other environmental groups.	<input checked="" type="checkbox"/>						
<b>Internal Communication and Training</b>							
<b>City Staff and Officials</b>							
Communicate MCSTOPPP information to stormwater staff and elected officials so they are informed about their role in implementing local and countywide programs.	<input checked="" type="checkbox"/>						
Train new employees.	<input checked="" type="checkbox"/>						
<b>Handling Public Telephone Calls</b>							
Establish procedure for routing stormwater calls to the appropriate staff for handling.	<input checked="" type="checkbox"/>						
Train local agency staff handling calls on established procedures.	<input checked="" type="checkbox"/>						
Promote use of one of the agency's phone numbers to facilitate public reporting of illicit discharges.	<input checked="" type="checkbox"/>						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**PUBLIC INFORMATION AND PARTICIPATION**

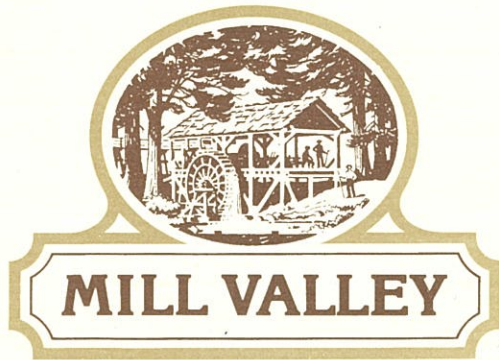
MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of Mill Valley</i>							
<b>Storm Drain Stencils/Signs</b>							
Each agency will have a program installing stencils/signs on publicly owned storm drain inlets.	<input checked="" type="checkbox"/>						
Maintain signs sufficiently so that they are legible.	<input checked="" type="checkbox"/>						
<b>Coordination with Public Schools (K-12)</b>							
Distribute information about school based outreach and educational materials developed by the Countwide Program to public schools within the agency's jurisdiction (e.g. disseminating information on how to get copies of materials).	<input checked="" type="checkbox"/>						
<b>Local Community Outreach</b>							
Participated in at least three activities annually (agency representing over 50,000 people); two activities annually (agency representing between 5,000 and 50,000 people); or one activity annually (agency representing less than 5,000 people).	<input checked="" type="checkbox"/>						
Consider initiating and supporting a community outreach program.	<input checked="" type="checkbox"/>						
Agencies with creeks will support their local "friends" of the creek group or equivalent program.	<input checked="" type="checkbox"/>						

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

Y = Yes  
 N = No  
 P = Partial  
 NA = Not Applicable

1. Factors to consider in determining appropriateness include appropriate for local population, pollution sources, receiving water concerns, and integration with local management procedures.
2. Assessment Parameters are quantifiable measurements used to measure effectiveness towards achieving the statutory goal of reducing the discharge of pollutants to the maximum extent practicable.



CERTIFICATION STATEMENT  
FOR  
2012-13 MCSTOPPP ANNUAL REPORT DELIVERABLE FORMS  
CITY OF MILL VALLEY

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 assure 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, to the best of my knowledge and belief, the information submitted is 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.

As required by the San Francisco Bay Regional Water Quality Control Board the local program stormwater reporting forms (performance standards tables), which report the status of each identified measurable goal, are included with the enclosed Annual Report Deliverable Forms. The local program stormwater reporting forms are also maintained and kept current in internal documentation binders. These reporting forms are kept on file at 26 Corte Madera Avenue, Mill Valley, CA 94941 and are available for public review during normal business hours.

  
\_\_\_\_\_  
Jill Barnes  
Director of Public Works

  
\_\_\_\_\_  
Date

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**MUNICIPAL MAINTENANCE -- CORPORATION YARDS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>Novato</b>							
<b>General Standards/Training</b>							
Prepare and maintain a current SWPPP for each facility.	<input checked="" type="checkbox"/>						
Assign one person for each corp. yard to ensure BMPs are implemented.	<input checked="" type="checkbox"/>						
Prepare spill containment kits; store in appropriate locations. Conduct annual drills on how to use the kits.	<input checked="" type="checkbox"/>						
Stencil inlets to storm drainage system.	<input checked="" type="checkbox"/>						
Conduct annual facility surveys for performance standards compliance.	<input checked="" type="checkbox"/>						
Post performance standards guidance and BMPs in appropriate areas.	<input checked="" type="checkbox"/>						
Describe activities to educate staff regarding performance standards in annual report.	<input checked="" type="checkbox"/>						
Include stormwater performance standards in annual updates of other environmental management plans and review plans with facility users.	<input checked="" type="checkbox"/>						
<b>General Housekeeping</b>							
Dispose material removed from streets/storm drainage facilities often to eliminate exposure to rainwater and runoff.	<input checked="" type="checkbox"/>						
Sweep corp. yard at least monthly.	<input checked="" type="checkbox"/>						
Keep chemical storage areas neat and orderly	<input checked="" type="checkbox"/>						
Stockpile materials away from streets, gutters, storm drain inlets, or water channels when possible.	<input checked="" type="checkbox"/>						



MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- CORPORATION YARDS

MUNICIPALITY NAME:

<i>Novato</i>	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
Inspect the yard at least monthly and during rain events to ensure there are no illicit discharges to the storm drain system.	<input checked="" type="checkbox"/>						
<b><i>Refuse Holding Area</i></b>							
Store material removed from storm drainage facilities/streets on concrete/impermeable pad in contained area. Liquids to sanitary sewer or evaporated. In rainy season, cover area.	<input checked="" type="checkbox"/>						
<b><i>Auxiliary Storage Areas/Yard</i></b>							
Store chemicals in appropriate areas.	<input checked="" type="checkbox"/>						
<b><i>Chemical Storage</i></b>							
Store paint, chemicals in approved covered containment area. Waste drums closed when not in use; correct labeling; protection from vandalism.	<input checked="" type="checkbox"/>						
If stored outside, keep containers in containment area with tight-fitting lids, preventing discharge to storm drain or contact with rain.	<input checked="" type="checkbox"/>						
Review Material Safety Data Sheets (MSDS) to ensure appropriate materials separation.	<input checked="" type="checkbox"/>						
Review Hazardous Materials Business Plan (HMBP) for requirements.	<input checked="" type="checkbox"/>						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
MUNICIPAL MAINTENANCE -- CORPORATION YARDS

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>Novato</b>							
<b>Chemical Usage</b>							
Ensure safety equipment and spill containment kits readily accessible in chemical areas; inspect safety equipment.	<input checked="" type="checkbox"/>						
Review Material Safety Data Sheets for proper use.	<input checked="" type="checkbox"/>						
Minimize use of chemicals.	<input checked="" type="checkbox"/>						
Recycle/dispose of excess chemicals at approved locations.	<input checked="" type="checkbox"/>						
Ensure chemical containers have secure lids and transport properly.	<input checked="" type="checkbox"/>						
Properly remove soils contaminated with spilled materials.	<input checked="" type="checkbox"/>						
<b>A. Oil-based Paints.</b> Wipe oil-based paints from brushes; use filters, reuse thinners or dispose as hazardous waste.	<input checked="" type="checkbox"/>						
<b>B. Water-based Paints.</b> Rinse water-based paints out of brushes, discharge to sanitary sewer; dry excess paint to trash; otherwise hazardous waste or recycle.	<input checked="" type="checkbox"/>						
<b>C. Automotive Fluids.</b> Collect used automotive fluids; dispose or recycle appropriately.	<input checked="" type="checkbox"/>						
<b>D. Pesticides.</b> Follow California Department of Pesticide Regulations procedures for mixing, application, storage, and recycling requirements.	<input checked="" type="checkbox"/>						
Consider using IPM. Use least toxic methods. Avoid copper-based pesticides and diazinon.	<input checked="" type="checkbox"/>						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- CORPORATION YARDS

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>Novato</b>							
Apply pesticides at appropriate times to minimize runoff.	<input checked="" type="checkbox"/>						
Mix only as much pesticides as needed. Do not mix or load pesticides near storm drains.	<input checked="" type="checkbox"/>						
<b>E. Solvent/Cleaning Solutions.</b> Properly recycle/dispose of used solvents/ chemicals.	<input checked="" type="checkbox"/>						
<b>Washing Vehicles/Equipment</b>							
Clean all vehicles/ equipment on designated wash pad areas that drain to sanitary sewer or recycle. Wash off-site if necessary.	<input checked="" type="checkbox"/>						
Ensure wash area & sump are large enough so all washwater drains to sanitary sewer or recycling system	<input checked="" type="checkbox"/>						
Visually monitor wash pad area.	<input checked="" type="checkbox"/>						
Consider assigning schedules for wash area use.	<input checked="" type="checkbox"/>						
<b>Fuel Dispensing Area</b>							
Store spill containment kits nearby; follow appropriate procedures, use dry cleaning methods if there is a spill.	<input checked="" type="checkbox"/>						
Train employees in proper fueling, cleaning, and spill response procedures. Conduct annual drills.	<input checked="" type="checkbox"/>						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- CORPORATION YARDS

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>Novato</b>							
<b>Fuel Dispensing Area (Continued)</b>							
Install signs not to "top off" tanks.	<input checked="" type="checkbox"/>						
Discourage mobile fueling; establish designated areas for it.	<input checked="" type="checkbox"/>						
Consider covering fuel dispensing areas; no fueling over open ground. Implement Retail Gasoline Outlet BMPs.	<input checked="" type="checkbox"/>						
Design fueling area to prevent "run-on" of storm water and runoff of spills.	<input checked="" type="checkbox"/>						
<b>Fleet Maintenance/Vehicle Parking Areas</b>							
Regularly inspect equipment for leaks. Use drip pans; repair.	<input checked="" type="checkbox"/>						
Drain and replace fluids in covered shop area or where no connections to storm drains/watercourses or sanitary sewer. Select an easy-to-clean shop area.	<input checked="" type="checkbox"/>						
Dry sweep area periodically.	<input checked="" type="checkbox"/>						
Schedule outdoor repair activities for dry weather, if possible.	<input checked="" type="checkbox"/>						
Clean equipment regularly using proper collection and disposal methods when necessary	<input checked="" type="checkbox"/>						

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP Action Plan 2010.

NA = Not Applicable

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**MUNICIPAL MAINTENANCE -- LITTER CONTROL**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>Novato</b>							
<b>Services</b>							
Provide adequate number of litter receptacles in commercial/other litter source areas.	<input checked="" type="checkbox"/>						
Pick up litter receptacles frequently to prevent/minimize spillage.	<input checked="" type="checkbox"/>						
Document/maintain monthly records for:							
Areas targeted for litter removal;	<input checked="" type="checkbox"/>						
Total amount of material removed.	<input checked="" type="checkbox"/>						
<b>Education and Enforcement</b>							
Encourage public education to include anti-littering message (composting/ remove & containerize waste/ sweep outdoor areas/ provide municipal green waste program).	<input checked="" type="checkbox"/>						
Encourage local law enforcement to post signs and enforce anti-littering laws, especially for vacant-lot owners.	<input checked="" type="checkbox"/>						
Label litter receptacles with anti-littering messages when possible.	<input checked="" type="checkbox"/>						
Encourage participation in/assist with Coastal Cleanup Day and Earth Day litter removals.	<input checked="" type="checkbox"/>						
Encourage maintenance crews to report any privately-owned abandoned, leaking vehicles.	<input checked="" type="checkbox"/>						
<b>Alternative Approaches</b>							
Agency may submit to Regional Board for approval an alternative litter control plan.				<input checked="" type="checkbox"/>	Our planning effort is through MCSTOPPP Program.		

NA = Not Applicable

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- OPERATION & MAINTENANCE OF PUMP STATIONS

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>Novato</b>							
<b>Visual Inspections</b>							
Inspect wet wells or forebays 1/month during the dry season for oil spills or other noticeable pollutant discharge.	<input checked="" type="checkbox"/>						
Inspect wet wells or forebays 1/week during the wet season, for oil spills or other noticeable pollutant discharge.	<input checked="" type="checkbox"/>						
<b>Maximize Removal of Pollutants Prior to Discharge</b>							
Conduct at least one comprehensive cleaning of wet wells annually to remove sediment prior to the start of the rainy season to minimize sediment discharge.	<input checked="" type="checkbox"/>						
Have spill kit readily available if there is a large potential for pollutant discharge.	<input checked="" type="checkbox"/>						
Contain lubricants, fuel, and batteries to prevent accidental spills to wet wells.	<input checked="" type="checkbox"/>						
If spill reported/observed, try to remove material at nearest access point. As practical, shut down the pump station if the material may reach it. Prevent spill from discharging if possible.	<input checked="" type="checkbox"/>						
Track spills upstream to try to locate the source(s). Document spill incidents per illicit discharge program. Implement enforcement as appropriate.	<input checked="" type="checkbox"/>						
Store oil absorbent materials in appropriate maintenance vehicles.	<input checked="" type="checkbox"/>						
<b>Disposal</b>							
Dispose of screenings at a landfill, sediment where it will not enter storm drain or receiving waters through erosion, and oil-absorbed materials as hazardous waste.	<input checked="" type="checkbox"/>						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- OPERATION & MAINTENANCE OF PUMP STATIONS

MUNICIPALITY NAME:

<i>Novato</i>	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b><i>Education/ Training</i></b>							
Educate all pump station maintenance personnel about the performance standards. Conduct at least one meeting/year to educate.	<input checked="" type="checkbox"/>						
Conduct drills as part of the training, as appropriate.	<input checked="" type="checkbox"/>						

NA = Not Applicable

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**MUNICIPAL MAINTENANCE -- ROAD REPAIR AND MAINTENANCE**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>Novato</b>							
<b>General Practices</b>							
Schedule excavation and road maintenance activities for dry weather.	<input checked="" type="checkbox"/>						
Perform major equipment repairs, fueling, and maintenance at corp. yards.	<input checked="" type="checkbox"/>						
Recycle used oil, concrete, asphalt, etc..	<input checked="" type="checkbox"/>						
Train employees to use these performance standards annually.	<input checked="" type="checkbox"/>						
Distribute educational and outreach materials as appropriate to utility contractors seeking encroachment and/or grading permits.	<input checked="" type="checkbox"/>						
<b>Asphalt/Concrete Removal</b>							
Remove/recycle as much of old pavement as possible.	<input checked="" type="checkbox"/>						
Protect storm drain inlets before asphalt break-up; clean afterwards.	<input checked="" type="checkbox"/>						
Block/berm storm drain inlets during saw-cutting; immediately remove any slurry entering storm drain system.	<input checked="" type="checkbox"/>						
Remove saw-cut slurry before end of each day.	<input checked="" type="checkbox"/>						
<b>Patching and Resurfacing</b>							
No unprotected stockpiling of materials near storm drain inlets or creeks.	<input checked="" type="checkbox"/>						
Cover and seal manholes before applying sealants, etc.	<input checked="" type="checkbox"/>						
Never wash excess material from exposed aggregate concrete, etc. to storm drain; designate unpaved clean up area and proper material disposal area.	<input checked="" type="checkbox"/>						
Conserve dust control water to avoid runoff.	<input checked="" type="checkbox"/>						



**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**MUNICIPAL MAINTENANCE -- ROAD REPAIR AND MAINTENANCE**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>Novato</i>							
Sweep up as much material as possible and properly dispose; wash streets only if runoff is controlled/contained.	<input checked="" type="checkbox"/>						
Clean up all spills and leaks from equipment using "dry" methods. Properly remove contaminated soil; dispose of properly.	<input checked="" type="checkbox"/>						
After job is complete, remove stockpiles and other extras as soon as possible.	<input checked="" type="checkbox"/>						
Prevent pollution of storm water runoff around work areas if unexpected rain.	<input checked="" type="checkbox"/>						
<b>Signing and Striping</b>							
Store spill absorbent materials on trucks.	<input checked="" type="checkbox"/>						
Contain, clean up, properly dispose of waste materials per MSDS (Material Safety Data Sheet).	<input checked="" type="checkbox"/>						
<b>Equipment Clean Up/Storage</b>							
Flush sprayer paint supply lines at corp. yards; clean up properly.	<input checked="" type="checkbox"/>						
Clean sprayers, patch and paving equipment at end of day; use approved collection and disposal methods.	<input checked="" type="checkbox"/>						
Cover sprayers, patch and paving equipment if they contain pollutants to prevent rainfall from transporting pollutants to storm drains.	<input checked="" type="checkbox"/>						

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- STORM DRAINAGE FACILITIES

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>Novato</b>							
<b><i>Routine Inspection and Cleaning</i></b>							
Inspect and clean as necessary storm drainage facilities as directed, preferably, prior to rainy season, or alternate.	<input checked="" type="checkbox"/>						
When cleaning storm drains, remove maximum amount of material at nearest access point.	<input checked="" type="checkbox"/>						
<b><i>Record Keeping</i></b>							
Report amount of material removed when cleaning storm drainage facilities in monthly forms.	<input checked="" type="checkbox"/>						
Document and track spill incidents and coordinate with your illicit discharge control field surveys.	<input checked="" type="checkbox"/>						
Identify/target storm drain inlet areas requiring more frequent or alternative cleaning and/or public education efforts.	<input checked="" type="checkbox"/>						
<b><i>Spill Response</i></b>							
Maintenance staff makes appropriate phone calls if they suspect toxic or hazardous material spills.	<input checked="" type="checkbox"/>						
If non-hazardous, maint. Staff contains spill area immediately; cleans ASAP.	<input checked="" type="checkbox"/>						
Maintenance staff are aware of around-the-clock response/removal spill procedures for hazardous or unknown materials.	<input checked="" type="checkbox"/>						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- STORM DRAINAGE FACILITIES

MUNICIPALITY NAME:

Novato	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b>Spill Response (Continued)</b>							
Establish response/removal spill procedure for after work hours for non-hazardous materials.	<input checked="" type="checkbox"/>						
Maintenance staff to coordinate with Stormwater Coordinator for appropriate follow-up response.	<input checked="" type="checkbox"/>						
Work with Fire and Police Departments to provide spill report copies to Stormwater Coordinators.	<input checked="" type="checkbox"/>						
<b>Disposal of Material</b>							
Store material removed from storm drainage facilities on impermeable surface (covered during rain) and drain wastewater to sanitary sewer; dispose at appropriate facility.	<input checked="" type="checkbox"/>						
<b>Alternative Approach</b>							
Agency may develop and submit to the Regional Board for approval an alternative storm drain facility pollution control plan.				<input checked="" type="checkbox"/>	Our planning effort is through MCSTOPPP Program		

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- STREET SWEEPING

MUNICIPALITY NAME:

Novato							
Performance Standard	Yes	No	Partial	NA	If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
<b>Street Sweeping Frequency</b>							
Clean streets according to Action Plan 2010 schedule	<input checked="" type="checkbox"/>						
<b>Problems Associated with Efficient Street Cleaning</b>							
Getting Parked/Abandoned Vehicles Off Streets	<input checked="" type="checkbox"/>						
Maintain consistent sweeping schedule.	<input checked="" type="checkbox"/>						
Measures to keep curbed areas clear during cleaning.	<input checked="" type="checkbox"/>						
Removing leaves during leaf season	<input checked="" type="checkbox"/>						
Analyze alternatives; develop leaf removal program.	<input checked="" type="checkbox"/>						
Encourage residents to collect and compost leaves through green waste program or coordinate with local/regional composting program.	<input checked="" type="checkbox"/>						
Trees near streets	<input checked="" type="checkbox"/>						
Provide operators with resources to report trees interfering with cleaning.	<input checked="" type="checkbox"/>						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- STREET SWEEPING

MUNICIPALITY NAME:

Novato							
Performance Standard	Yes	No	Partial	NA	If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
<b>Street Cleaning Operation to Maximize Pollutant Removal</b>							
Quality of clean streets: no dirt trails/debris.	<input checked="" type="checkbox"/>						
Check street cleaning equipment for proper adjustment.	<input checked="" type="checkbox"/>						
Operate equipment at manufacturer's specified speed.	<input checked="" type="checkbox"/>						
<b>Street Cleaning Maintenance to Maximize Pollution Removal</b>							
Regularly inspect and maintain equipment.	<input checked="" type="checkbox"/>						
Replace worn components as required to maximize efficiency.	<input checked="" type="checkbox"/>						
<b>Spill Response</b>							
Report spills observed on streets immediately.	<input checked="" type="checkbox"/>						
Respond to spills per Storm Drain Facility Performance Standards	<input checked="" type="checkbox"/>						
<b>Record Keeping</b>							
Track cleaning mileage.	<input checked="" type="checkbox"/>						
Track volume or weight of material removed each cleaning day.	<input checked="" type="checkbox"/>						
Report number of curb miles swept in monthly forms.	<input checked="" type="checkbox"/>						
Identify and target areas for:							
more frequent cleaning	<input checked="" type="checkbox"/>						
efforts to remove vehicles.							
education efforts to discourage illegal dumping, etc.	<input checked="" type="checkbox"/>						
Document/track areas where spills were reported and coordinate with agency's illicit discharge control field surveys.	<input checked="" type="checkbox"/>						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- STREET SWEEPING

MUNICIPALITY NAME:

Novato							
Performance Standard	Yes	No	Partial	NA	If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
<b>Contract Sweepers</b>							
Specify in contracts that compliance with these performance standards will be achieved.				<input checked="" type="checkbox"/>	No contract service		
Specify in contracts that back up equipment must be available.				<input checked="" type="checkbox"/>	No contract service		
Specify in contracts that all record keeping information will be provided.				<input checked="" type="checkbox"/>	No contract service		
<b>Education /Training</b>							
Train staff and contractors annually to identify and report illicit discharges.	<input checked="" type="checkbox"/>						
Train staff and contractors to comply with street sweeping performance standards.	<input checked="" type="checkbox"/>						

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**ILLICIT DISCHARGE CONTROL**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>Novato</i>							
<b>Prepare for Illicit Discharge Screening and Investigations</b>							
Stormwater Coordinator conducts or delegates the following:							
Receive information on non-stormwater discharge reports;	<input checked="" type="checkbox"/>						
Assure illicit discharges follow-up, elimination, and clean up are conducted.	<input checked="" type="checkbox"/>						
Provide staff with information on illicit discharge source identification and elimination status;	<input checked="" type="checkbox"/>						
Make sure required reporting is completed.	<input checked="" type="checkbox"/>						
Distribute information to management and elected officials about resources needed to implement the performance standards.	<input checked="" type="checkbox"/>						
Facilitate performance standards implementation.	<input checked="" type="checkbox"/>						
Share local activities/findings with ASC.	<input checked="" type="checkbox"/>						
Train appropriate maintenance and field staff to recognize illicit discharges and response procedures.	<input checked="" type="checkbox"/>						
Train staff assigned to conduct illicit discharge investigations.	<input checked="" type="checkbox"/>						
Develop map of outfalls.	<input checked="" type="checkbox"/>						
Develop maps of complete storm drain system for use to trace illicit discharges.	<input checked="" type="checkbox"/>						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**ILLICIT DISCHARGE CONTROL**

MUNICIPALITY NAME:

Novato	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b>Conduct Field Screening</b>							
Identify evidence of illicit discharges while maintenance and field staff are conducting other routine work. Report any evidences of illicit discharges to Stormwater Coordinator.	<input checked="" type="checkbox"/>						
<b>Conduct Field Investigations</b>							
Verify whether an illicit discharge has occurred upon receiving information/ report of such. Initiate follow-up within 24 hours from receipt of report.	<input checked="" type="checkbox"/>						
Find source of illicit discharge and eliminate it. Trace source(s); record and maintain findings.	<input checked="" type="checkbox"/>						
Continue to inspect/follow-up illicit discharges until: source is found and eliminated or discharge has stopped and source cannot be traced.	<input checked="" type="checkbox"/>						
If agency identifies ≥3 illicit discharges in a fiscal year in an area served by major outfall(s), provide additional investigations in area served by outfall. Investigations to include 1+ of following:							
Periodic above-ground surveillance	<input checked="" type="checkbox"/>						
Additional business inspections	<input checked="" type="checkbox"/>						
Additional periodic investigations of outfalls, creeks, and open channels	<input checked="" type="checkbox"/>						
Additional targeted education outreach in area.	<input checked="" type="checkbox"/>						



MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**ILLICIT DISCHARGE CONTROL**

MUNICIPALITY NAME:

Novato	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b>Follow-up To Field Screening and Investigations</b>							
<b>Follow-up activities:</b>							
When a party responsible for an illicit discharge is found, provide the party with: educational information about impacts, describing BMPs, local stormwater ordinance requirements, and options for proper discharge/disposal. If party not found, distribute educational materials to those in the immediate vicinity.	<input checked="" type="checkbox"/>						
Distribute appropriate educational and BMP information to business to which discharge has been traced.	<input checked="" type="checkbox"/>						
<b>Follow-up To Field Screening and Investigations - Continued</b>							
Begin enforcement procedures, if appropriate.	<input checked="" type="checkbox"/>						
Ensure that the goal of follow-up investigations is to stop the illicit discharge(s) as soon as practicable.	<input checked="" type="checkbox"/>						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**ILLICIT DISCHARGE CONTROL**

MUNICIPALITY NAME:

Novato	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b><i>Procedures for Spill Prevention, Containment, and Response</i></b>							
Stormwater Coordinator will conduct or delegate the following:							
Investigate and record spill report/complaints.	<input checked="" type="checkbox"/>						
Become familiar with existing spill prevention, containment, response, and clean-up programs in the jurisdiction.	<input checked="" type="checkbox"/>						
Coordinate illicit discharge prevention, elimination, and clean-up activities with the spill prevention, containment, response, and clean-up programs.	<input checked="" type="checkbox"/>						
Establish a mechanism for obtaining information about spill incidents from other agencies and departments within the municipality so that source identification and follow-up activities can be coordinated.	<input checked="" type="checkbox"/>						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**ILLICIT DISCHARGE CONTROL**

MUNICIPALITY NAME:

Novato	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b>Document and Report Completion</b>							
Document number and types of illicit discharge incidents reported and follow-up actions conducted (not including automobile accident fluid spills).	<input checked="" type="checkbox"/>						
Track number of screening points monitored; number of illicit discharges identified as part of outfall monitoring activities; number of illicit discharge reported by other agency staff and the public; and follow-up activities.	<input checked="" type="checkbox"/>						
<b>Alternative Approaches</b>							
Agency may develop and submit to the Regional Board an alternative illicit discharge control and elimination plan.				<input checked="" type="checkbox"/>	Our planning effort is through MCSTOPPP Program.		

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>Novato</i>							
<b><i>Development Plan Review and Permitting</i></b>							
Have adequate legal authority to implement stormwater quality control measures for development, redevelopment, and construction activities as part of development plan review and approval process.	<input checked="" type="checkbox"/>						
Incorporate policies and implementation measures into the General Plan to help preserve and enhance water quality and protect sensitive areas. Adopt General Plan amendments as part of upcoming/current General Plan review cycle.	<input checked="" type="checkbox"/>						
Require environmental documents for projects under CEQA or NEPA review to address significant and cumulative stormwater quality impacts over the project life, and specific construction and post-construction mitigation measures.	<input checked="" type="checkbox"/>						
Require developers/owners/ builders to control stormwater quality impacts by using appropriate construction and permanent best management practices. Require projects with significant stormwater pollution potential to avoid, minimize, and mitigate the potential adverse impacts. Require developers/ owners/builders of projects with permanent structural stormwater controls to ensure ongoing operation and maintenance of the controls as part of project approval.	<input checked="" type="checkbox"/>						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>Novato</i>							
<b>Development Plan Review and Permitting (cont.)</b>							
Require developers/owners/ builders to control stormwater quality impacts of their projects by using appropriate BMPs during construction activities.	<input checked="" type="checkbox"/>						
Require developers/owners/ builders of projects with potential for significant erosion and planned construction activity during the wet season to prepare and implement an effective erosion and sediment control plan, or similar document, prior to the start of the wet season.	<input checked="" type="checkbox"/>						
Require developers/owners/ builders of projects that disturb land area of one acre or more to demonstrate coverage under the State NPDES Stormwater Construction General Permit (CGP).	<input checked="" type="checkbox"/>						
Ensure municipal capital improvement projects also include stormwater quality control measures during and after construction, as appropriate for each project.	<input checked="" type="checkbox"/>						
Require developers and owner/builders of projects that disturb a land area of one acre or more that have obtained coverage under the State Construction General Permit to submit a copy of NOI to keep on file.	<input checked="" type="checkbox"/>						
Consider adopting a model ordinance that would require site planning or design practices and/or post construction controls to protect water quality, such as the controls described in the <i>Start at the Source</i> (BASMAA, 1999) manual.	<input checked="" type="checkbox"/>						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>Novato</i>							
<b>Additional Erosion and Sediment Controls</b>							
Maintain an erosion and sediment control program that includes requirements for minimum BMPs, sufficient enforcement authority, training and tools for inspectors, and information for developers and contractors.	<input checked="" type="checkbox"/>						
As a condition for issuing a grading permit, require developers/owners/ builders to prepare, submit for review and approval, and implement an effective erosion and sediment control (ESC) plan or similar administrative document that contains ESC provisions.	<input checked="" type="checkbox"/>						
Consider adopting a model ordinance that would require site planning or design practices and/or post construction controls to protect water quality, such as the controls described in the Start at the Source (BASMAA, 1999) manual.	<input checked="" type="checkbox"/>						
<b>Construction Inspection</b>							
Through a construction inspection process, require construction contractors to properly store, use, and dispose of construction materials, chemicals, and wastes from construction sites and prevent illicit discharges to storm drains and watercourses.	<input checked="" type="checkbox"/>						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>Novato</i>							
<b>Construction Inspection (cont.)</b>							
Through the construction inspection process, for development projects with significant erosion potential, require that erosion and sediment control measures are implemented through a construction inspection process, in accordance with local ordinances and project COA's. Require measures to be maintained as needed during construction.	<input checked="" type="checkbox"/>						
Oversee the inspection of construction sites for adequacy of stormwater quality control measures on a regular basis, including inspection of permanent structural control measures. Base inspection frequency on: project's potential impact to stormwater quality; project size; site topography and soil characteristics; season in which construction phase occurs; and nature of construction activity.	<input checked="" type="checkbox"/>						
Require that each active construction site be stabilized prior to the beginning of the wet season to minimize erosion and discharges of sediment from disturbed areas. Oversee the inspection of these sites to make sure requirements are being met.	<input checked="" type="checkbox"/>						
During the wet season, oversee the inspection of all construction sites with ESC following each major storm event.	<input checked="" type="checkbox"/>						
<b>Education and Outreach</b>							
Train, at least annually, staff from planning, building, and other public works staff on planning procedures, policies, design guidelines, and BMPs for stormwater pollution prevention and control.	<input checked="" type="checkbox"/>						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS**

MUNICIPALITY NAME:

<i>Novato</i>	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b><i>Education and Outreach (cont.)</i></b>							
Train, at least annually, construction inspection staff on inspection procedures, documentation, and enforcement related to stormwater pollution prevention.	<input checked="" type="checkbox"/>						
Distribute appropriate educational and training materials to agency staff, contractors, construction site operators, developers, and owner/builders. Distribute information and guidance materials to developers/owners/builders early in the application or design review process, as appropriate.	<input checked="" type="checkbox"/>						
Distribute appropriate educational and outreach materials provided by the Regional Board to utility contractors seeking encroachment and/or grading permits from the municipality.	<input checked="" type="checkbox"/>						

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.  
NA = Not Applicable



MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**INDUSTRIAL AND COMMERCIAL DISCHARGE CONTROLS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>Novato</b>							
<b>Targeting Inspections to Achieve the Most Benefit</b>							
Develop and update a business inspection plan describing:							
inspecting agency/department	<input checked="" type="checkbox"/>						
the agency/department conducting stormwater follow-up/enforcement	<input checked="" type="checkbox"/>						
how information will be coordinated among agencies/departments	<input checked="" type="checkbox"/>						
Priorities for inspecting businesses; identify target businesses with high discharge potential.	<input checked="" type="checkbox"/>						
Inspect and distribute appropriate BMP information to all businesses that impact stormwater quality at least once during <i>Action Plan</i> period (5 years).	<input checked="" type="checkbox"/>						
Inspect and distribute appropriate BMP information to target businesses within jurisdiction.	<input checked="" type="checkbox"/>						
Educate business owners and operators about stormwater pollution prevention, separate from the inspection program.	<input checked="" type="checkbox"/>						
Respond to complaints/ referrals concerning a facility.	<input checked="" type="checkbox"/>						
Reevaluate your agency's priorities for inspecting businesses and update business inspection plan as needed.	<input checked="" type="checkbox"/>						
<b>Preparing for Inspections</b>							
Train facility inspectors so that each inspector can conduct effective stormwater inspections.	<input checked="" type="checkbox"/>						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**INDUSTRIAL AND COMMERCIAL DISCHARGE CONTROLS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>Novato</b>							
<b>Preparing for Inspections (cont.)</b>							
Stormwater Coordinator will be responsible for being familiar with: stormwater regulations and requirements; impacts of non-stormwater discharges to water bodies; inspection techniques and procedures; follow-up and enforcement procedures; and stormwater BMPs. Stormwater Coordinator will obtain ongoing training to support inspection activities and program implementation.	<input checked="" type="checkbox"/>						
<b>Conducting Inspections</b>							
Inspectors review facility layout to locate storm drain system/ stormwater drainage path	<input checked="" type="checkbox"/>						
Inspectors review/inspect the following for potential to discharge pollutants or exposure to runoff:							
Outdoor process/ manufacturing areas	<input checked="" type="checkbox"/>						
Outdoor material storage areas	<input checked="" type="checkbox"/>						
Outdoor waste storage and disposal areas	<input checked="" type="checkbox"/>						
Outdoor vehicle and heavy equipment storage and maintenance areas	<input checked="" type="checkbox"/>						
Outdoor parking areas and access roads	<input checked="" type="checkbox"/>						
Outdoor wash areas	<input checked="" type="checkbox"/>						
Surface discharge outlets from rooftop equipment; and	<input checked="" type="checkbox"/>						
Outdoor drainage from indoor areas	<input checked="" type="checkbox"/>						
Inspectors notify Stormwater Coordinator of potential to discharge pollutants from non-stormwater discharges and pollutant exposure to stormwater from a business.	<input checked="" type="checkbox"/>						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**INDUSTRIAL AND COMMERCIAL DISCHARGE CONTROLS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>Novato</b>							
<b>Conducting Inspections (cont.)</b>							
When a business that impacts stormwater quality is identified, Stormwater Coordinator will conduct or delegate:							
Communicate stormwater requirements	<input checked="" type="checkbox"/>						
Distribute BMP information, educational materials, and referrals to facility representatives, and ask about employee training.	<input checked="" type="checkbox"/>						
Inform the facility representative of problems/violations found and discuss, establish a correction schedule, and follow up.	<input checked="" type="checkbox"/>						
Document and track inspection activities, follow-up, and enforcement activities for annual report.	<input checked="" type="checkbox"/>						
Stormwater Coordinator will conduct or delegate regular inspections of businesses with historical stormwater issues to ensure implementation of BMPs.	<input checked="" type="checkbox"/>						
<b>Achieving Facility Compliance</b>							
If problem identified during an inspection, perform a follow-up site visit or initiate a self-certification process where facility representative certifies in writing that the problem has been fixed.	<input checked="" type="checkbox"/>						
Begin enforcement procedures, if appropriate.	<input checked="" type="checkbox"/>						
<b>Alternative Approach</b>							
Agency may develop and submit for approval to the Regional Board an alternative industrial/commercial business inspection plan.				<input checked="" type="checkbox"/>	Our planning effort is through MCSTOPPP Program.		

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**PUBLIC INFORMATION AND PARTICIPATION**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>Novato</i>							
<b>Coordination with Countywide Program Activities</b>							
The Stormwater Coordinator or a delegate will:							
stay informed about the programs and materials being developed by the Countywide Program by attending Agency Staff Committee meetings;	<input checked="" type="checkbox"/>						
distribute outreach and educational materials to appropriate audiences within the agency's jurisdictions. This includes, but is not limited to schools, volunteer committees, neighborhood community groups, and creek monitoring or other environmental groups.	<input checked="" type="checkbox"/>						
<b>Internal Communication and Training</b>							
<b>City Staff and Officials</b>							
Communicate MCSTOPPP information to stormwater staff and elected officials so they are informed about their role in implementing local and countywide programs.	<input checked="" type="checkbox"/>						
Train new employees.	<input checked="" type="checkbox"/>						
<b>Handling Public Telephone Calls</b>							
Establish procedure for routing stormwater calls to the appropriate staff for handling.	<input checked="" type="checkbox"/>						
Train local agency staff handling calls on established procedures.	<input checked="" type="checkbox"/>						
Promote use of one of the agency's phone numbers to facilitate public reporting of illicit discharges.	<input checked="" type="checkbox"/>						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**PUBLIC INFORMATION AND PARTICIPATION**

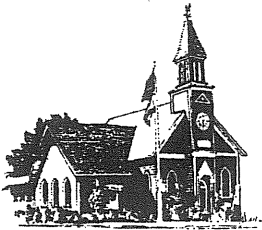
MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>Novato</i>							
<b>Storm Drain Stencils/Signs</b>							
Each agency will have a program installing stencils/signs on publicly owned storm drain inlets.	<input checked="" type="checkbox"/>						
Maintain signs sufficiently so that they are legible.	<input checked="" type="checkbox"/>						
<b>Coordination with Public Schools (K-12)</b>							
Distribute information about school based outreach and educational materials developed by the Countwide Program to public schools within the agency's jurisdiction (e.g. disseminating information on how to get copies of materials).	<input checked="" type="checkbox"/>						
<b>Local Community Outreach</b>							
Participated in at least three activities annually (agency representing over 50,000 people); two activities annually (agency representing between 5,000 and 50,000 people); or one activity annually (agency representing less than 5,000 people).	<input checked="" type="checkbox"/>						
Consider initiating and supporting a community outreach program.	<input checked="" type="checkbox"/>						
Agencies with creeks will support their local "friends" of the creek group or equivalent program.	<input checked="" type="checkbox"/>						

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

Y = Yes  
 N = No  
 P = Partial  
 NA = Not Applicable

- Factors to consider in determining appropriateness include appropriate for local population, pollution sources, receiving water concerns, and integration with local management procedures.
- Assessment Parameters are quantifiable measurements used to measure effectiveness towards achieving the statutory goal of reducing the discharge of pollutants to the maximum extent practicable.



THE CITY OF  
**NOVATO**  
 CALIFORNIA

CERTIFICATION STATEMENT  
 FOR  
 2012-13 MCSTOPPP ANNUAL REPORT DELIVERABLE FORMS

CITY OF NOVATO

75 Rowland Way #200  
 Novato, CA 94945-3232  
 415/899-8900  
 FAX 415/899-8213  
 www.novato.org

Mayor  
 Pat Eklund  
 Mayor Pro Tem  
 Eric Lucan  
 Councilmembers  
 Denise Athas  
 Madeline Kellner  
 Jeanne MacLeamy  
 City Manager  
 Michael S. Frank

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 assure 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, to the best of my knowledge and belief, the information submitted is 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.

As required by the San Francisco Bay Regional Water Quality Control Board the local program stormwater reporting forms (performance standards tables), which report the status of each identified measurable goal, are included with the enclosed Annual Report Deliverable Forms. The local program stormwater reporting forms are also maintained and kept current in internal documentation binders. These reporting forms are kept on file at City of Novato, 75 Rowland Way #200, Novato, CA 94945 and are available for public review during normal business hours.

Jason L. Nutt  
 Public Works Director, City Engineer

7/9/13  
 Date

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**MUNICIPAL MAINTENANCE -- CORPORATION YARDS**

MUNICIPALITY NAME:

Town of Ross	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b>General Standards/Training</b>							
Prepare and maintain a current SWPPP for each facility.	X						
Assign one person for each corp. yard to ensure BMPs are implemented.	X						
Prepare spill containment kits; store in appropriate locations. Conduct annual drills on how to use the kits.	X						
Stencil inlets to storm drainage system.	X						
Conduct annual facility surveys for performance standards compliance.	X						
Post performance standards guidance and BMPs in appropriate areas.	X						
Describe activities to educate staff regarding performance standards in annual report.	X						
Include stormwater performance standards in annual updates of other environmental management plans and review plans with facility users.	X						
<b>General Housekeeping</b>							
Dispose material removed from streets/storm drainage facilities often to eliminate exposure to rainwater and runoff.	X						
Sweep corp. yard at least monthly.	X						
Keep chemical storage areas neat and orderly	X						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**MUNICIPAL MAINTENANCE -- CORPORATION YARDS**

MUNICIPALITY NAME:

Town of Ross	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
Stockpile materials away from streets, gutters, storm drain inlets, or water channels when possible.	X						
Inspect the yard at least monthly and during rain events to ensure there are no illicit discharges to the storm drain system.	X						
<b>Refuse Holding Area</b>							
Store material removed from storm drainage facilities/streets on concrete/impermeable pad in contained area. Liquids to sanitary sewer or evaporated. In rainy season, cover area.	X						
<b>Auxiliary Storage Areas/Yard</b>							
Store chemicals in appropriate areas.	X						
<b>Chemical Storage</b>							
Store paint, chemicals in approved covered containment area. Waste drums closed when not in use; correct labeling; protection from vandalism.	X						
If stored outside, keep containers in containment area with tight-fitting lids, preventing discharge to storm drain or contact with rain.				X	We do not store chemicals outside.		
Review Material Safety Data Sheets (MSDS) to ensure appropriate materials separation.	X						
Review Hazardous Materials Business Plan (HMBP) for requirements.				X	We don't store enough hazardous materials to require a HMBP.		



**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**MUNICIPAL MAINTENANCE -- CORPORATION YARDS**

MUNICIPALITY NAME:

Town of Ross	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b>Chemical Usage</b>							
Ensure safety equipment and spill containment kits readily accessible in chemical areas; inspect safety equipment.	X						
Review Material Safety Data Sheets.	X						
Minimize use of chemicals.	X						
Recycle/dispose of excess chemicals at approved locations.	X						
Ensure chemical containers have secure lids and transport properly.	X						
Properly remove soils contaminated with spilled materials.	X						
<b>A. Oil-based Paints.</b> Wipe oil-based paints from brushes; use filters, reuse thinners or dispose as hazardous waste.				X	We do not use oil-based paints.		
<b>B. Water-based Paints.</b> Rinse water-based paints out of brushes, discharge to sanitary sewer; dry excess paint to trash; otherwise hazardous waste or recycle.	X						
<b>C. Automotive Fluids.</b> Collect used automotive fluids; dispose or recycle appropriately.				X	Work is contracted out by the Town; no work takes place on site.		
<b>D. Pesticides.</b> Follow California Department of Pesticide Regulations procedures for mixing, application, storage, and recycling requirements.				X	Town staff do not apply pesticides. Occasionally contractors are hired to spray for rats and ants. Contractors are required by Town to follow this performance standard.		

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**MUNICIPAL MAINTENANCE -- CORPORATION YARDS**

MUNICIPALITY NAME:

Town of Ross	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
Consider using IPM. Use least toxic methods. Avoid copper-based pesticides and diazinon.	X						
Apply pesticides at appropriate times to minimize runoff.	X						
Mix only as much pesticides as needed. Do not mix or load pesticides near storm drains.	X						
<b>E. Solvent/Cleaning Solutions.</b> Properly recycle/dispose of used solvents/ chemicals.				X	Work is contracted out by the Town; no work takes place on site.		
<b><i>Washing Vehicles/Equipment</i></b>							
Clean all vehicles/ equipment on designated wash pad areas that drain to sanitary sewer or recycle. Wash off-site if necessary.	X						
Ensure wash area & sump are large enough so all washwater drains to sanitary sewer or recycling system	X						
Visually monitor wash pad area.	X						
Consider assigning schedules for wash area use.	X						
<b><i>Fuel Dispensing Area</i></b>							
Store spill containment kits nearby; follow appropriate procedures, use dry cleaning methods if there is a spill.				X	Fuel at public gas stations. Fire Department building is on our corp yard site and has spill kits.		
Train employees in proper fueling, cleaning, and spill response procedures. Conduct annual drills.				X	Town does not operate a fuel station. All town vehicles are fueled at public gas stations.		

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
MUNICIPAL MAINTENANCE -- CORPORATION YARDS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>Town of Ross</b>							
<b>Fuel Dispensing Area (Continued)</b>							
Install signs not to "top off" tanks.				X	Town does not operate a fuel station. All town vehicles are fueled at public gas stations.		
Discourage mobile fueling; establish designated areas for it.				X	Town does not operate a fuel station. All town vehicles are fueled at public gas stations.		
Consider covering fuel dispensing areas; no fueling over open ground. Implement RGO BMPs.				X	Town does not operate a fuel station. All town vehicles are fueled at public gas stations.		
Design fueling area to prevent "run-on" of storm water and runoff of spills.				X	Town does not operate a fuel station. All town vehicles are fueled at public gas stations.		
<b>Fleet Maintenance/Vehicle Parking Areas</b>							
Regularly inspect equipment for leaks. Use drip pans; repair.	X						
Drain and replace fluids in covered shop area or where no connections to storm drains/watercourses or sanitary sewer. Select an easy-to-clean shop area.				X	Work is contracted out by the Town; no work takes place on site.		
Dry sweep area periodically.				X	Work is contracted out by the Town; no work takes place on site.		
Schedule outdoor repair activities for dry weather, if possible.				X	Work is contracted out by the Town; no work takes place on site.		
Clean equipment regularly using proper collection and disposal methods when necessary	X						

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP Action Plan 2010.

NA = Not Applicable

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**MUNICIPAL MAINTENANCE -- LITTER CONTROL**

MUNICIPALITY NAME:

Town of Ross	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b>Services</b>							
Provide adequate number of litter receptacles in commercial/other litter source areas.	X						
Pick up litter receptacles frequently to prevent/minimize spillage.	X						
Document/maintain monthly records for:							
Areas targeted for litter removal;	X						
Total amount of material removed.	X						
<b>Education and Enforcement</b>							
Encourage public education to include anti-littering message (composting/ remove & containerize waste/ sweep outdoor areas/ provide municipal green waste program).	X						
Encourage local law enforcement to post signs and enforce anti-littering laws, especially for vacant-lot owners.	X						
Label litter receptacles with anti-littering messages when possible.	X						
Encourage participation in/assist with Coastal Cleanup Day and Earth Day litter removals.	X						
Encourage maintenance crews to report any privately-owned abandoned, leaking vehicles.	X						
<b>Alternative Approaches</b>							
Agency may submit to Regional Board for approval an alternative litter control plan.				X	Not planning to submit an alternative plan.		

NA = Not Applicable

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- OPERATION & MAINTENANCE OF PUMP STATIONS

MUNICIPALITY NAME:

Town of Ross	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b>Visual Inspections</b>							
Inspect wet wells or forebays 1/month during the dry season for oil spills or other noticeable pollutant discharge.				X	We do not own or maintain pump stations.		
Inspect wet wells or forebays 1/week during the wet season, for oil spills or other noticeable pollutant discharge.				X	We do not own or maintain pump stations.		
<b>Maximize Removal of Pollutants Prior to Discharge</b>							
Conduct at least one comprehensive cleaning of wet wells annually to remove sediment prior to the start of the rainy season to minimize sediment discharge.				X	We do not own or maintain pump stations.		
Have spill kit readily available if there is a large potential for pollutant discharge.				X	We do not own or maintain pump stations.		
Contain lubricants, fuel, and batteries to prevent accidental spills to wet wells.				X	We do not own or maintain pump stations.		
If spill reported/observed, try to remove material at nearest access point. As practical, shut down the pump station if the material may reach it. Prevent spill from discharging if possible.				X	We do not own or maintain pump stations.		
Track spills upstream to try to locate the source(s). Document spill incidents per illicit discharge program. Implement enforcement as appropriate.				X	We do not own or maintain pump stations.		
Store oil absorbent materials in appropriate maintenance vehicles.				X	We do not own or maintain pump stations.		
<b>Disposal</b>							
Dispose of screenings at a landfill, sediment where it will not enter storm drain or receiving waters through erosion, and oil-absorbed materials as hazardous waste.				X	We do not own or maintain pump stations.		

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**MUNICIPAL MAINTENANCE -- OPERATION & MAINTENANCE OF PUMP STATIONS**

MUNICIPALITY NAME:

Town of Ross	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b>Education/ Training</b>							
Educate all pump station maintenance personnel about the performance standards. Conduct at least one meeting/year to educate.				X	We do not own or maintain pump stations.		
Conduct drills as part of the training, as appropriate.				X	We do not own or maintain pump stations.		

NA = Not Applicable

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- ROAD REPAIR AND MAINTENANCE

MUNICIPALITY NAME:

Town of Ross	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b>General Practices</b>							
Schedule excavation and road maintenance activities for dry weather.	X						
Perform major equipment repairs, fueling, and maintenance at corp. yards.				X	These tasks are performed by private contractors offsite.		
Recycle used oil, concrete, asphalt, etc..				X	These tasks are performed by private contractors offsite.		
Train employees to use these performance standards annually.	X						
Distribute educational and outreach materials as appropriate to utility contractors seeking encroachment and/or grading permits.	X						
<b>Asphalt/Concrete Removal</b>							
Remove/recycle as much of old pavement as possible.	X						
Protect storm drain inlets before asphalt break-up; clean afterwards.	X						
Block/berm storm drain inlets during saw-cutting; immediately remove any slurry entering storm drain system.	X						
Remove saw-cut slurry before end of each day.	X						
<b>Patching and Resurfacing</b>							
No unprotected stockpiling of materials near storm drain inlets or creeks.	X						
Cover and seal manholes before applying sealants, etc.	X						
Never wash excess material from exposed aggregate concrete, etc. to storm drain; designate unpaved clean up area and proper material disposal area.	X						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- ROAD REPAIR AND MAINTENANCE

MUNICIPALITY NAME:

Town of Ross	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
Conserve dust control water to avoid runoff.	X						
Sweep up as much material as possible and properly dispose; wash streets only if runoff is controlled/contained.	X						
Clean up all spills and leaks from equipment using "dry" methods. Properly remove contaminated soil; dispose of properly.	X						
After job is complete, remove stockpiles and other extras as soon as possible.	X						
Prevent pollution of storm water runoff around work areas if unexpected rain.	X						
<b>Signing and Striping</b>							
Store spill absorbent materials on trucks.	X						
Contain, clean up, properly dispose of waste materials per MSDS (Material Safety Data Sheet).	X						
<b>Equipment Clean Up/Storage</b>							
Flush sprayer paint supply lines at corp. yards; clean up properly.	X						
Clean sprayers, patch and paving equipment at end of day; use approved collection and disposal methods.	X						
Cover sprayers, patch and paving equipment if they contain pollutants to prevent rainfall from transporting pollutants to storm drains.	X						

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable



MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- STORM DRAINAGE FACILITIES

MUNICIPALITY NAME:

Town of Ross	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b><i>Routine Inspection and Cleaning</i></b>							
Inspect and clean as necessary storm drainage facilities as directed, preferably, prior to rainy season, or alternate.	X						
When cleaning storm drains, remove maximum amount of material at nearest access point.	X						
<b><i>Record Keeping</i></b>							
Report amount of material removed when cleaning storm drainage facilities in monthly forms.	X						
Document and track spill incidents and coordinate with your illicit discharge control field surveys.	X						
Identify/target storm drain inlet areas requiring more frequent or alternative cleaning and/or public education efforts.	X						
<b><i>Spill Response</i></b>							
Maintenance staff makes appropriate phone calls if they suspect toxic or hazardous material spills.	X						
If non-hazardous, maint. Staff contains spill area immediately; cleans ASAP.	X						
Maintenance staff are aware of around-the-clock response/removal spill procedures for hazardous or unknown materials.	X						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
MUNICIPAL MAINTENANCE -- STORM DRAINAGE FACILITIES**

MUNICIPALITY NAME:

Town of Ross	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b><i>Spill Response (Continued)</i></b>							
Establish response/removal spill procedure for after work hours for non-hazardous materials.	X						
Maintenance staff to coordinate with Stormwater Coordinator for appropriate follow-up response.	X						
Work with Fire and Police Departments to provide spill report copies to Stormwater Coordinators.	X						
<b><i>Disposal of Material</i></b>							
Store material removed from storm drainage facilities on impermeable surface (covered during rain) and drain wastewater to sanitary sewer; dispose at appropriate facility.	X						
<b><i>Alternative Approach</i></b>							
Agency may develop and submit to the Regional Board for approval an alternative storm drain facility pollution control plan.				X	Not planning to submit an alternative plan.		

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012-2013)  
 MUNICIPAL MAINTENANCE -- STREET SWEEPING

MUNICIPALITY NAME:

Town of Ross	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>Street Sweeping Frequency</b>							
Clean streets according to Action Plan 2010 schedule	X						
<b>Problems Associated with Efficient Street Cleaning</b>							
Getting Parked/Abandoned Vehicles Off Streets	X						
Maintain consistent sweeping schedule.	X						
Measures to keep curbed areas clear during cleaning.	X						
Removing leaves during leaf season	X						
Analyze alternatives; develop leaf removal program.				X	Current program is effective		
Encourage residents to collect and compost leaves through green waste program or coordinate with local/regional composting program.	X						
Trees near streets	X						
Provide operators with resources to report trees interfering with cleaning.	X						
<b>Street Cleaning Operation to Maximize Pollutant Removal</b>							
Quality of clean streets: no dirt trails/debris.	X						
Check street cleaning equipment for proper adjustment.	X						
Operate equipment at manufacturer's specified speed.	X						
<b>Street Cleaning Maintenance to Maximize Pollution Removal</b>							
Regularly inspect and maintain equipment.	X						
Replace worn components as required to maximize efficiency.	X						
<b>Spill Response</b>							
Report spills observed on streets immediately.	X						
Respond to spills per Storm Drain Facility Performance Standards	X						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012-2013)  
 MUNICIPAL MAINTENANCE -- STREET SWEEPING

MUNICIPALITY NAME:

Town of Ross	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>Record Keeping</b>							
Track cleaning mileage.	X						
Track volume or weight of material removed each cleaning day.	X						
Report number of curb miles swept in monthly forms.	X						
Identify and target areas for:							
more frequent cleaning	X						
efforts to remove vehicles.	X						
education efforts to discourage illegal dumping, etc.	X						
Document/track areas where spills were reported and coordinate with agency's illicit discharge control field surveys.	X						
<b>Contract Sweepers</b>							
Specify in contracts that compliance with these performance standards will be achieved.	X						
Specify in contracts that back up equipment must be available.	X						
Specify in contracts that all record keeping information will be provided.	X						
<b>Education /Training</b>							
Train staff and contractors annually to identify and report illicit discharges.	X						
Train staff and contractors to comply with street sweeping performance standards.	X						

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**PUBLIC INFORMATION AND PARTICIPATION**

MUNICIPALITY NAME:

Town of Ross	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b>Coordination with Countywide Program Activities</b>							
The Stormwater Coordinator or a delegate will:							
stay informed about the programs and materials being developed by the Countywide Program by attending Agency Staff Committee meetings;	X						
distribute outreach and educational materials to appropriate audiences within the agency's jurisdictions. This includes, but is not limited to schools, volunteer committees, neighborhood community groups, and creek monitoring or other environmental groups.	X						
<b>Internal Communication and Training</b>							
<b>City Staff and Officials</b>							
Communicate MCSTOPPP information to stormwater staff and elected officials so they are informed about their role in implementing local and countywide programs.	X						
Train new employees.	X						
<b>Handling Public Telephone Calls</b>							
Establish procedure for routing stormwater calls to the appropriate staff for handling.	X						
Train local agency staff handling calls on established procedures.	X						
Promote use of one of the agency's phone numbers to facilitate public reporting of illicit discharges.	X						

Attachment C

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**ILLICIT DISCHARGE CONTROL**

MUNICIPALITY NAME:

Town of Ross	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b>Conduct Field Screening</b>							
Identify evidence of illicit discharges while maintenance and field staff are conducting other routine work. Report any evidences of illicit discharges to Stormwater Coordinator.	X						
<b>Conduct Field Investigations</b>							
Verify whether an illicit discharge has occurred upon receiving information/ report of such. Initiate follow-up within 24 hours from receipt of report.	X						
Find source of illicit discharge and eliminate it. Trace source(s); record and maintain findings.	X						
Continue to inspect/follow-up illicit discharges until: source is found and eliminated or discharge has stopped and source cannot be traced.	X						
If agency identifies $\geq 3$ illicit discharges in a fiscal year in an area served by major outfall(s), provide additional investigations in area served by outfall. Investigations to include 1+ of following:							
Periodic above-ground surveillance	X						
Additional business inspections	X						
Additional periodic investigations of outfalls, creeks, and open channels	X						
Additional targeted education outreach in area.	X						
<b>Follow-up To Field Screening and Investigations</b>							
<b>Follow-up activities:</b>							

Attachment C

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**ILLICIT DISCHARGE CONTROL**

MUNICIPALITY NAME:

Town of Ross	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
When a party responsible for an illicit discharge is found, provide the party with: educational information about impacts, describing BMPs, local stormwater ordinance requirements, and options for proper discharge/disposal. If not party found, distribute educational materials to those in the immediate vicinity.	X						
Distribute appropriate educational and BMP information to business to which discharge has been traced.	X						
<b><i>Follow-up To Field Screening and Investigations - Continued</i></b>							
Begin enforcement procedures, if appropriate.	X						
Ensure that the goal of follow-up investigations is to stop the illicit discharge(s) as soon as practicable.	X						
<b><i>Procedures for Spill Prevention, Containment, and Response</i></b>							
Stormwater Coordinator will conduct or delegate the following:							
Investigate and record spill report/complaints.	X						
Become familiar with existing spill prevention, containment, response, and clean-up programs in the jurisdiction.	X						
Coordinate illicit discharge prevention, elimination, and clean-up activities with the spill prevention, containment, response, and clean-up programs.	X						

Attachment C

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**ILLICIT DISCHARGE CONTROL**

MUNICIPALITY NAME:

Town of Ross	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
Establish a mechanism for obtaining information about spill incidents from other agencies and departments within the municipality so that source identification and follow-up activities can be coordinated.	X						
<b>Document and Report Completion</b>							
Document number and types of illicit discharge incidents reported and follow-up actions conducted (not including automobile accident fluid spills).	X						
Track number of screening points monitored; number of illicit discharges identified as part of outfall monitoring activities; number of illicit discharge reported by other agency staff and the public; and follow-up activities.	X						
<b>Alternative Approaches</b>							
Agency may develop and submit to the Regional Board an alternative illicit discharge control and elimination plan.				X	Not planning to submit an alternative plan.		

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable



**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012-2013)  
NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS**

MUNICIPALITY NAME:

Town of Ross	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b><i>Development Plan Review and Permitting</i></b>							
Have adequate legal authority to implement stormwater quality control measures for development, redevelopment, and construction activities as part of development plan review and approval process.	X						
Incorporate policies and implementation measures into the General Plan to help preserve and enhance water quality and protect sensitive areas. Adopt General Plan amendments as part of upcoming/current General Plan review cycle.	X						
Require environmental documents for projects under CEQA or NEPA review to address significant and cumulative stormwater quality impacts over the project life, and specific construction and post-construction mitigation measures.	X						
Require developers/owners/ builders to control stormwater quality impacts by using appropriate construction and permanent best management practices. Require projects with significant stormwater pollution potential to avoid, minimize, and mitigate the potential adverse impacts. Require developers/ owners/builders of projects with permanent structural stormwater controls to ensure ongoing operation and maintenance of the controls as part of project approval.	X						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012-2013)  
NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS**

MUNICIPALITY NAME:

Town of Ross	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>Development Plan Review and Permitting (cont.)</b>							
Require developers/owners/ builders to control stormwater quality impacts of their projects by using appropriate BMPs during construction activities.	X						
Require developers/owners/ builders of projects with potential for significant erosion and planned construction activity during the wet season to prepare and implement an effective erosion and sediment control plan, or similar document, prior to the start of the wet season.	X						
Require developers/owners/ builders of projects that disturb land area of one acre or more to demonstrate coverage under the State Construction Activity Stormwater General Permit.	X						
Ensure municipal capital improvement projects also include stormwater quality control measures during and after construction, as appropriate for each project.	X						
Require developers and owner/builders of projects that disturb a land area of one acre or more to demonstrate coverage under the State Construction General Permit. (Submit copy of NOI to keep on file)	X						
Consider adopting a model ordinance that would require site planning or design practices and/or post construction controls to protect water quality, such as the controls described in the <i>Start at the Source</i> (BASMAA, 1999) manual.	X						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012-2013)  
NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS**

MUNICIPALITY NAME:

Town of Ross	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b><i>Additional Erosion and Sediment Controls</i></b>							
Maintain an erosion and sediment control program that includes requirements for minimum BMPs, sufficient enforcement authority, training and tools for inspectors, and information for developers and contractors.	X						
As a condition for issuing a grading permit, require developers/owners/ builders to prepare, submit for review and approval, and implement an effective erosion and sediment control (ESC) plan or similar administrative document that contains ESC provisions.	X						
Consider adopting a model ordinance that would require site planning or design practices and/or post construction controls to protect water quality, such as the controls described in the Start at the Source (BASMAA, 1999) manual.	X						
<b><i>Construction Inspection</i></b>							
Through a construction inspection process, require construction contractors to properly store, use, and dispose of construction materials, chemicals, and wastes from construction sites and prevent illicit discharges to storm drains and watercourses.	X						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012-2013)  
NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS**

MUNICIPALITY NAME:

Town of Ross	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>Construction Inspection (cont.)</b>							
Through the construction inspection process, for development projects with significant erosion potential, require that erosion and sediment control measures are implemented through a construction inspection process, in accordance with local ordinances and project COA's. Require measures to be maintained as needed during construction.	X						
Oversee the inspection of construction sites for adequacy of stormwater quality control measures on a regular basis, including inspection of permanent structural control measures. Base inspection frequency on: project's potential impact to stormwater quality; project size; site topography and soil characteristics; season in which construction phase occurs; and nature of construction activity.	X						
Require that each active construction site be stabilized prior to the beginning of the wet season to minimize erosion and discharges of sediment from disturbed areas. Oversee the inspection of these sites to make sure requirements are being met.	X						
During the wet season, oversee the inspection of all construction sites with ESC following each major storm event.	X						
<b>Education and Outreach</b>							
Train, at least annually, staff from planning, building, and other public works staff on planning procedures, policies, design guidelines, and BMPs for stormwater pollution prevention and control.	X						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012-2013)  
NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS**

MUNICIPALITY NAME:

Town of Ross	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b>Education and Outreach (cont.)</b>							
Train, at least annually, construction inspection staff on inspection procedures, documentation, and enforcement related to stormwater pollution prevention.	X						
Distribute appropriate educational and training materials to agency staff, contractors, construction site operators, developers, and owner/builders. Distribute information and guidance materials to developers/owners/builders early in the application or design review process, as appropriate.	X						
Distribute appropriate educational and outreach materials provide by the Regional Board to utility contractors seeking encroachment and/or grading permits from the municipality.	X						

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**INDUSTRIAL AND COMMERCIAL DISCHARGE CONTROLS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>Town of Ross</b>							
<b>Targeting Inspections to Achieve the Most Benefit</b>							
Develop and update a business inspection plan describing:							
inspecting agency/department	X						
the agency/department conducting stormwater follow-up/enforcement	X						
how information will be coordinated among agencies/departments	X						
Priorities for inspecting businesses; identify target businesses with high discharge potential.	X						
Inspect and distribute appropriate BMP information to all businesses that impact stormwater quality at least once during <i>Action Plan</i> period (5 years).	X						
Inspect and distribute appropriate BMP information to target businesses within jurisdiction.	X						
Educate business owners and operators about stormwater pollution prevention, separate from the inspection program.	X						
Respond to complaints/ referrals concerning a facility.	X						
Reevaluate your agency's priorities for inspecting businesses and update business inspection plan as needed.	X						
<b>Preparing for Inspections</b>							
Train facility inspectors so that each inspector can conduct effective stormwater inspections.	X						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
INDUSTRIAL AND COMMERCIAL DISCHARGE CONTROLS**

MUNICIPALITY NAME:

Town of Ross	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b><i>Preparing for Inspections (cont.)</i></b>							
Stormwater Coordinator will be responsible for being familiar with: stormwater regulations and requirements; impacts of non-stormwater discharges to water bodies; inspection techniques and procedures; follow-up and enforcement procedures; and stormwater BMPs. Stormwater Coordinator will obtain ongoing training to support inspection activities and program implementation.	X						
<b><i>Conducting Inspections</i></b>							
Inspectors review facility layout to locate storm drain system/ stormwater drainage path	X						
Inspectors review/inspect the following for potential to discharge pollutants or exposure to runoff:							
Outdoor process/ manufacturing areas	X						
Outdoor material storage areas	X						
Outdoor waste storage and disposal areas	X						
Outdoor vehicle and heavy equipment storage and maintenance areas	X						
Outdoor parking areas and access roads	X						
Outdoor wash areas	X						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
INDUSTRIAL AND COMMERCIAL DISCHARGE CONTROLS**

MUNICIPALITY NAME:

Town of Ross	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
Surface discharge outlets from rooftop equipment; and	X						
Outdoor drainage from indoor areas	X						
Inspectors notify Stormwater Coordinator of potential to discharge pollutants from non-stormwater discharges and pollutant exposure to stormwater from a business.	X						
<b>Conducting Inspections (cont.)</b>							
When a business that impacts stormwater quality is identified, Stormwater Coordinator will conduct or delegate:							
Communicate stormwater requirements	X						
Distribute BMP information, educational materials, and referrals to facility representatives, and ask about employee training.	X						
Inform the facility representative of problems/violations found and discuss, establish a correction schedule, and follow up.	X						
Document and track inspection activities, follow-up, and enforcement activities for annual report.	X						
Stormwater Coordinator will conduct or delegate regular inspections of businesses with historical stormwater issues to ensure implementation of BMPs.	X						



**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
INDUSTRIAL AND COMMERCIAL DISCHARGE CONTROLS**

MUNICIPALITY NAME:

Town of Ross	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b><i>Achieving Facility Compliance</i></b>							
If problem identified during an inspection, perform a follow-up site visit or initiate a self-certification process where facility representative certifies in writing that the problem has been fixed.	X						
Begin enforcement procedures, if appropriate.	X						
<b><i>Alternative Approach</i></b>							
Agency may develop and submit for approval to the Regional Board an alternative industrial/commercial business inspection plan.				X	Not planning to submit an alternative plan.		

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**PUBLIC INFORMATION AND PARTICIPATION**

MUNICIPALITY NAME:

Town of Ross	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>Coordination with Countywide Program Activities</b>							
The Stormwater Coordinator or a delegate will:							
stay informed about the programs and materials being developed by the Countywide Program by attending Agency Staff Committee meetings;	X						
distribute outreach and educational materials to appropriate audiences within the agency's jurisdictions. This includes, but is not limited to schools, volunteer committees, neighborhood community groups, and creek monitoring or other environmental groups.	X						
<b>Internal Communication and Training</b>							
<b>City Staff and Officials</b>							
Communicate MCSTOPPP information to stormwater staff and elected officials so they are informed about their role in implementing local and countywide programs.	X						
Train new employees.	X						
<b>Handling Public Telephone Calls</b>							
Establish procedure for routing stormwater calls to the appropriate staff for handling.	X						
Train local agency staff handling calls on established procedures.	X						
Promote use of one of the agency's phone numbers to facilitate public reporting of illicit discharges.	X						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**PUBLIC INFORMATION AND PARTICIPATION**

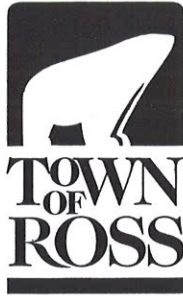
MUNICIPALITY NAME:

Town of Ross	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>Storm Drain Stencils/Signs</b>							
Each agency will have a program installing stencils/signs on publicly owned storm drain inlets.	X						
Maintain signs sufficiently so that they are legible.	X						
<b>Coordination with Public Schools (K-12)</b>							
Distribute information about school based outreach and educational materials developed by the Countwide Program to public schools within the agency's jurisdiction (e.g. disseminating information on how to get copies of materials).	X						
<b>Local Community Outreach</b>							
Participated in at least three activities annually (agency representing over 50,000 people); two activities annually (agency representing between 5,000 and 50,000 people); or one activity annually (agency representing less than 5,000 people).	X						
Consider initiating and supporting a community outreach program.	X						
Agencies with creeks will support their local "friends" of the creek group or equivalent program.	X						

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

- Y = Yes
- N = No
- P = Partial
- NA = Not Applicable

1. Factors to consider in determining appropriateness include appropriate for local population, pollution sources, receiving water concerns, and integration with local management procedures.
2. Assessment Parameters are quantifiable measurements used to measure effectiveness towards achieving the statutory goal of reducing the discharge of pollutants to the maximum extent practicable.




CERTIFICATION STATEMENT  
FOR  
2012-13 MCSTOPPP ANNUAL REPORT DELIVERABLE FORMS

TOWN OF ROSS

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 assure 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, to the best of my knowledge and belief, the information submitted is 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.

As required by the San Francisco Bay Regional Water Quality Control Board the local program stormwater reporting forms (performance standards tables), which report the status of each identified measurable goal, are included with the enclosed Annual Report Deliverable Forms. The local program stormwater reporting forms are also maintained and kept current in internal documentation binders. These reporting forms are kept on file at Town of Ross, 31 Sir Francis Drake Blvd., Ross, CA 94957, and are available for public review during normal business hours.

  
\_\_\_\_\_  
Rob Braulik  
Town Manager

7/03/13  
Date

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- CORPORATION YARDS

MUNICIPALITY NAME:

<i>Town of San Anselmo</i>	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b>General Standards/Training</b>							
Prepare and maintain a current SWPPP for each facility.	X						
Assign one person for each corp. yard to ensure BMPs are implemented.	X						
Prepare spill containment kits; store in appropriate locations. Conduct annual drills on how to use the kits.	X						
Stencil inlets to storm drainage system.	X						
Conduct annual facility surveys for performance standards compliance.	X						
Post performance standards guidance and BMPs in appropriate areas.	X						
Describe activities to educate staff regarding performance standards in annual report.	X						
Include stormwater performance standards in annual updates of other environmental management plans and review plans with facility users.	X						
<b>General Housekeeping</b>							
Dispose material removed from streets/storm drainage facilities often to eliminate exposure to rainwater and runoff.	X						
Sweep corp. yard at least monthly.	X						
Keep chemical storage areas neat and orderly	X						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
MUNICIPAL MAINTENANCE -- CORPORATION YARDS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>Town of San Anselmo</i>							
Stockpile materials away from streets, gutters, storm drain inlets, or water channels when possible.	X						
Inspect the yard at least monthly and during rain events to ensure there are no illicit discharges to the storm drain system.	X						
<b>Refuse Holding Area</b>							
Store material removed from storm drainage facilities/streets on concrete/impermeable pad in contained area. Liquids to sanitary sewer or evaporated. In rainy season, cover area.	X						
<b>Auxiliary Storage Areas/Yard</b>							
Store chemicals in appropriate areas.	X						
<b>Chemical Storage</b>							
Store paint, chemicals in approved covered containment area. Waste drums closed when not in use; correct labeling; protection from vandalism.	X						
If stored outside, keep containers in containment area with tight-fitting lids, preventing discharge to storm drain or contact with rain.	X						
Review Material Safety Data Sheets (MSDS) to ensure appropriate materials separation.	X						
Review Hazardous Materials Business Plan (HMBP) for requirements.	X						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- CORPORATION YARDS

MUNICIPALITY NAME:

<i>Town of San Anselmo</i>	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b>Chemical Usage</b>							
Ensure safety equipment and spill containment kits readily accessible in chemical areas; inspect safety equipment.	X						
Review Material Safety Data Sheets for proper use.	X						
Minimize use of chemicals.	X						
Recycle/dispose of excess chemicals at approved locations.	X						
Ensure chemical containers have secure lids and transport properly.	X						
Properly remove soils contaminated with spilled materials.	X						
<b>A. Oil-based Paints.</b> Wipe oil-based paints from brushes; use filters, reuse thinners or dispose as hazardous waste.	X						
<b>B. Water-based Paints.</b> Rinse water-based paints out of brushes, discharge to sanitary sewer; dry excess paint to trash; otherwise hazardous waste or recycle.	X						
<b>C. Automotive Fluids.</b> Collect used automotive fluids; dispose or recycle appropriately.	X						
<b>D. Pesticides.</b> Follow California Department of Pesticide Regulations procedures for mixing, application, storage, and recycling requirements.	X						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**MUNICIPAL MAINTENANCE -- CORPORATION YARDS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>Town of San Anselmo</i>							
Consider using IPM. Use least toxic methods. Avoid copper-based pesticides and diazinon.	X						
Apply pesticides at appropriate times to minimize runoff.	X						
Mix only as much pesticides as needed. Do not mix or load pesticides near storm drains.	X						
<b>E. Solvent/Cleaning Solutions.</b> Properly recycle/dispose of used solvents/ chemicals.	X						
<b>Washing Vehicles/Equipment</b>							
Clean all vehicles/ equipment on designated wash pad areas that drain to sanitary sewer or recycle. Wash off-site if necessary.	X						
Ensure wash area & sump are large enough so all washwater drains to sanitary sewer or recycling system	X						
Visually monitor wash pad area.	X						
Consider assigning schedules for wash area use.	X						
<b>Fuel Dispensing Area</b>							
Store spill containment kits nearby; follow appropriate procedures, use dry cleaning methods if there is a spill.	X						
Train employees in proper fueling, cleaning, and spill response procedures. Conduct annual drills.	X						



**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**MUNICIPAL MAINTENANCE -- CORPORATION YARDS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>Town of San Anselmo</i>							
<b><i>Fuel Dispensing Area (Continued)</i></b>							
Install signs not to "top off" tanks.	X						
Discourage mobile fueling; establish designated areas for it.	X						
Consider covering fuel dispensing areas; no fueling over open ground. Implement Retail Gasoline Outlet BMPs.	X						
Design fueling area to prevent "run-on" of storm water and runoff of spills.	X						
<b><i>Fleet Maintenance/Vehicle Parking Areas</i></b>							
Regularly inspect equipment for leaks. Use drip pans; repair.	X						
Drain and replace fluids in covered shop area or where no connections to storm drains/watercourses or sanitary sewer. Select an easy-to-clean shop area.	X						
Dry sweep area periodically.	X						
Schedule outdoor repair activities for dry weather, if possible.	X						
Clean equipment regularly using proper collection and disposal methods when necessary	X						

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP Action Plan 2010.

NA = Not Applicable

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- LITTER CONTROL

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>Town of San Anselmo</b>							
<b>Services</b>							
Provide adequate number of litter receptacles in commercial/other litter source areas.	X						
Pick up litter receptacles frequently to prevent/minimize spillage.	X						
Document/maintain monthly records for:							
Areas targeted for litter removal;	X						
Total amount of material removed.	X						
<b>Education and Enforcement</b>							
Encourage public education to include anti-littering message (composting/ remove & containerize waste/ sweep outdoor areas/ provide municipal green waste program).	X						
Encourage local law enforcement to post signs and enforce anti-littering laws, especially for vacant-lot owners.	X						
Label litter receptacles with anti-littering messages when possible.	X						
Encourage participation in/assist with Coastal Cleanup Day and Earth Day litter removals.	X						
Encourage maintenance crews to report any privately-owned abandoned, leaking vehicles.	X						
<b>Alternative Approaches</b>							
Agency may submit to Regional Board for approval an alternative litter control plan.				X	Not planning to submit an alternative plan.		

NA = Not Applicable

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**MUNICIPAL MAINTENANCE -- OPERATION & MAINTENANCE OF PUMP STATIONS**

MUNICIPALITY NAME:

<i>Town of San Anselmo</i>	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b>Visual Inspections</b>							
Inspect wet wells or forebays 1/month during the dry season for oil spills or other noticeable pollutant discharge.				X	The Town does not maintain pump stations.		
Inspect wet wells or forebays 1/week during the wet season, for oil spills or other noticeable pollutant discharge.				X	The Town does not maintain pump stations.		
<b>Maximize Removal of Pollutants Prior to Discharge</b>							
Conduct at least one comprehensive cleaning of wet wells annually to remove sediment prior to the start of the rainy season to minimize sediment discharge.				X	The Town does not maintain pump stations.		
Have spill kit readily available if there is a large potential for pollutant discharge.				X	The Town does not maintain pump stations.		
Contain lubricants, fuel, and batteries to prevent accidental spills to wet wells.				X	The Town does not maintain pump stations.		
If spill reported/observed, try to remove material at nearest access point. As practical, shut down the pump station if the material may reach it. Prevent spill from discharging if possible.				X	The Town does not maintain pump stations.		
Track spills upstream to try to locate the source(s). Document spill incidents per illicit discharge program. Implement enforcement as appropriate.				X	The Town does not maintain pump stations.		
Store oil absorbent materials in appropriate maintenance vehicles.				X	The Town does not maintain pump stations.		
<b>Disposal</b>							
Dispose of screenings at a landfill, sediment where it will not enter storm drain or receiving waters through erosion, and oil-absorbed materials as hazardous waste.				X	The Town does not maintain pump stations.		

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**MUNICIPAL MAINTENANCE -- OPERATION & MAINTENANCE OF PUMP STATIONS**

MUNICIPALITY NAME:

<i>Town of San Anselmo</i>	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b><i>Education/ Training</i></b>							
Educate all pump station maintenance personnel about the performance standards. Conduct at least one meeting/year to educate.				X	The Town does not maintain pump stations.		
Conduct drills as part of the training, as appropriate.				X	The Town does not maintain pump stations.		

NA = Not Applicable

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**MUNICIPAL MAINTENANCE -- ROAD REPAIR AND MAINTENANCE**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>Town of San Anselmo</i>							
<b>General Practices</b>							
Schedule excavation and road maintenance activities for dry weather.	X						
Perform major equipment repairs, fueling, and maintenance at corp. yards.				X	These tasks are performed by the County at the County garage. Minor tasks are done at the corp yard.		
Recycle used oil, concrete, asphalt, etc..				X	These tasks are performed by the County at the County garage or by contractors.		
Train employees to use these performance standards annually.	X						
Distribute educational and outreach materials as appropriate to utility contractors seeking encroachment and/or grading permits.	X						
<b>Asphalt/Concrete Removal</b>							
Remove/recycle as much of old pavement as possible.	X						
Protect storm drain inlets before asphalt break-up; clean afterwards.	X						
Block/berm storm drain inlets during saw-cutting; immediately remove any slurry entering storm drain system.	X						
Remove saw-cut slurry before end of each day.	X						
<b>Patching and Resurfacing</b>							
No unprotected stockpiling of materials near storm drain inlets or creeks.	X						
Cover and seal manholes before applying sealants, etc.	X						
Never wash excess material from exposed aggregate concrete, etc. to storm drain; designate unpaved clean up area and proper material disposal area.	X						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
MUNICIPAL MAINTENANCE -- ROAD REPAIR AND MAINTENANCE**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>Town of San Anselmo</i>							
Conserve dust control water to avoid runoff.	X						
Sweep up as much material as possible and properly dispose; wash streets only if runoff is controlled/contained.	X						
Clean up all spills and leaks from equipment using "dry" methods. Properly remove contaminated soil; dispose of properly.	X						
After job is complete, remove stockpiles and other extras as soon as possible.	X						
Prevent pollution of storm water runoff around work areas if unexpected rain.	X						
<b>Signing and Striping</b>							
Store spill absorbent materials on trucks.	X						
Contain, clean up, properly dispose of waste materials per MSDS (Material Safety Data Sheet).	X						
<b>Equipment Clean Up/Storage</b>							
Flush sprayer paint supply lines at corp. yards; clean up properly.	X						
Clean sprayers, patch and paving equipment at end of day; use approved collection and disposal methods.	X						
Cover sprayers, patch and paving equipment if they contain pollutants to prevent rainfall from transporting pollutants to storm drains.	X						

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- STORM DRAINAGE FACILITIES

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>Town of San Anselmo</i>							
<b><i>Routine Inspection and Cleaning</i></b>							
Inspect and clean as necessary storm drainage facilities as directed, preferably, prior to rainy season, or alternate.	X						
When cleaning storm drains, remove maximum amount of material at nearest access point.	X						
<b><i>Record Keeping</i></b>							
Report amount of material removed when cleaning storm drainage facilities in monthly forms.	X						
Document and track spill incidents and coordinate with your illicit discharge control field surveys.	X						
Identify/target storm drain inlet areas requiring more frequent or alternative cleaning and/or public education efforts.	X						
<b><i>Spill Response</i></b>							
Maintenance staff makes appropriate phone calls if they suspect toxic or hazardous material spills.	X						
If non-hazardous, maint. Staff contains spill area immediately; cleans ASAP.	X						
Maintenance staff are aware of around-the-clock response/removal spill procedures for hazardous or unknown materials.	X						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
MUNICIPAL MAINTENANCE -- STORM DRAINAGE FACILITIES

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>Town of San Anselmo</b>							
<b>Spill Response (Continued)</b>							
Establish response/removal spill procedure for after work hours for non-hazardous materials.	X						
Maintenance staff to coordinate with Stormwater Coordinator for appropriate follow-up response.	X						
Work with Fire and Police Departments to provide spill report copies to Stormwater Coordinators.	X						
<b>Disposal of Material</b>							
Store material removed from storm drainage facilities on impermeable surface (covered during rain) and drain wastewater to sanitary sewer; dispose at appropriate facility.	X						
<b>Alternative Approach</b>							
Agency may develop and submit to the Regional Board for approval an alternative storm drain facility pollution control plan.				X	Not planning to submit an alternative plan.		

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable



MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**MUNICIPAL MAINTENANCE -- STREET SWEEPING**

MUNICIPALITY NAME:

<i>Town of San Anselmo</i>							
Performance Standard	Yes	No	Partial	NA	If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
<b><i>Street Sweeping Frequency</i></b>							
Clean streets according to Action Plan 2010 schedule	X						
<b><i>Problems Associated with Efficient Street Cleaning</i></b>							
Getting Parked/Abandoned Vehicles Off Streets	X						
Maintain consistent sweeping schedule.	X						
Measures to keep curbed areas clear during cleaning.	X						
Removing leaves during leaf season	X						
Analyze alternatives; develop leaf removal program.	X						
Encourage residents to collect and compost leaves through green waste program or coordinate with local/regional composting program.	X						
Trees near streets	X						
Provide operators with resources to report trees interfering with cleaning.	X						
<b><i>Street Cleaning Operation to Maximize Pollutant Removal</i></b>							
Quality of clean streets: no dirt trails/debris.	X						
Check street cleaning equipment for proper adjustment.	X						
Operate equipment at manufacturer's specified speed.	X						
<b><i>Street Cleaning Maintenance to Maximize Pollution Removal</i></b>							
Regularly inspect and maintain equipment.	X						
Replace worn components as required to maximize efficiency.	X						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**MUNICIPAL MAINTENANCE -- STREET SWEEPING**

MUNICIPALITY NAME:

Town of San Anselmo							
Performance Standard	Yes	No	Partial	NA	If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
<b>Spill Response</b>							
Report spills observed on streets immediately.	X						
Respond to spills per Storm Drain Facility Performance Standards	X						
<b>Record Keeping</b>							
Track cleaning mileage.	X						
Track volume or weight of material removed each cleaning day.	X						
Report number of curb miles swept in monthly forms.	X						
Identify and target areas for:							
more frequent cleaning	X						
efforts to remove vehicles.	X						
education efforts to discourage illegal dumping, etc.	X						
Document/track areas where spills were reported and coordinate with agency's illicit discharge control field surveys.	X						
<b>Contract Sweepers</b>							
Specify in contracts that compliance with these performance standards will be achieved.	X						
Specify in contracts that back up equipment must be available.	X						
Specify in contracts that all record keeping information will be provided.	X						
<b>Education /Training</b>							
Train staff and contractors annually to identify and report illicit discharges.	X						
Train staff and contractors to comply with street sweeping performance standards.	X						

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**ILLICIT DISCHARGE CONTROL**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>Town of San Anselmo</b>							
<b>Prepare for Illicit Discharge Screening and Investigations</b>							
Stormwater Coordinator conducts or delegates the following:							
Receive information on non-stormwater discharge reports;	X						
Assure illicit discharges follow-up, elimination, and clean up are conducted.	X						
Provide staff with information on illicit discharge source identification and elimination status;	X						
Make sure required reporting is completed.	X						
Distribute information to management and elected officials about resources needed to implement the performance standards.	X						
Facilitate performance standards implementation.	X						
Share local activities/findings with ASC.	X						
Train appropriate maintenance and field staff to recognize illicit discharges and response procedures.	X						
Train staff assigned to conduct illicit discharge investigations.	X						
Develop map of outfalls.			X		In progress as of July 24, 2013.	Expected completion by Sept 1, 2013.	
Develop maps of complete storm drain system for use to trace illicit discharges.	X						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**ILLICIT DISCHARGE CONTROL**

MUNICIPALITY NAME:

<i>Town of San Anselmo</i>	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b>Conduct Field Screening</b>							
Identify evidence of illicit discharges while maintenance and field staff are conducting other routine work. Report any evidences of illicit discharges to Stormwater Coordinator.	X						
<b>Conduct Field Investigations</b>							
Verify whether an illicit discharge has occurred upon receiving information/ report of such. Initiate follow-up within 24 hours from receipt of report.	X						
Find source of illicit discharge and eliminate it. Trace source(s); record and maintain findings.	X						
Continue to inspect/follow-up illicit discharges until: source is found and eliminated or discharge has stopped and source cannot be traced.	X						
If agency identifies $\geq 3$ illicit discharges in a fiscal year in an area served by major outfall(s), provide additional investigations in area served by outfall. Investigations to include 1+ of following:							
Periodic above-ground surveillance	X						
Additional business inspections	X						
Additional periodic investigations of outfalls, creeks, and open channels	X						
Additional targeted education outreach in area.	X						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**ILLICIT DISCHARGE CONTROL**

MUNICIPALITY NAME:

<i>Town of San Anselmo</i>	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b><i>Follow-up To Field Screening and Investigations</i></b>							
<b>Follow-up activities:</b>							
When a party responsible for an illicit discharge is found, provide the party with: educational information about impacts, describing BMPs, local stormwater ordinance requirements, and options for proper discharge/disposal. If party not found, distribute educational materials to those in the immediate vicinity.	X						
Distribute appropriate educational and BMP information to business to which discharge has been traced.	X						
<b><i>Follow-up To Field Screening and Investigations - Continued</i></b>							
Begin enforcement procedures, if appropriate.	X						
Ensure that the goal of follow-up investigations is to stop the illicit discharge(s) as soon as practicable.	X						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**ILLICIT DISCHARGE CONTROL**

MUNICIPALITY NAME:

<i>Town of San Anselmo</i>	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b><i>Procedures for Spill Prevention, Containment, and Response</i></b>							
Stormwater Coordinator will conduct or delegate the following:							
Investigate and record spill report/complaints.	X						
Become familiar with existing spill prevention, containment, response, and clean-up programs in the jurisdiction.	X						
Coordinate illicit discharge prevention, elimination, and clean-up activities with the spill prevention, containment, response, and clean-up programs.	X						
Establish a mechanism for obtaining information about spill incidents from other agencies and departments within the municipality so that source identification and follow-up activities can be coordinated.	X						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**ILLICIT DISCHARGE CONTROL**

MUNICIPALITY NAME:

<i>Town of San Anselmo</i>	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b><i>Document and Report Completion</i></b>							
Document number and types of illicit discharge incidents reported and follow-up actions conducted (not including automobile accident fluid spills).	X						
Track number of screening points monitored; number of illicit discharges identified as part of outfall monitoring activities; number of illicit discharge reported by other agency staff and the public; and follow-up activities.	X						
<b><i>Alternative Approaches</i></b>							
Agency may develop and submit to the Regional Board an alternative illicit discharge control and elimination plan.				X	Not planning to submit an alternative plan.		

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>Town of San Anselmo</i>							
<b><i>Development Plan Review and Permitting</i></b>							
Have adequate legal authority to implement stormwater quality control measures for development, redevelopment, and construction activities as part of development plan review and approval process.	X						
Incorporate policies and implementation measures into the General Plan to help preserve and enhance water quality and protect sensitive areas. Adopt General Plan amendments as part of upcoming/current General Plan review cycle.	X						
Require environmental documents for projects under CEQA or NEPA review to address significant and cumulative stormwater quality impacts over the project life, and specific construction and post-construction mitigation measures.	X						
Require developers/owners/ builders to control stormwater quality impacts by using appropriate construction and permanent best management practices. Require projects with significant stormwater pollution potential to avoid, minimize, and mitigate the potential adverse impacts. Require developers/ owners/builders of projects with permanent structural stormwater controls to ensure ongoing operation and maintenance of the controls as part of project approval.	X						



**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>Town of San Anselmo</i>							
<b>Development Plan Review and Permitting (cont.)</b>							
Require developers/owners/ builders to control stormwater quality impacts of their projects by using appropriate BMPs during construction activities.	X						
Require developers/owners/ builders of projects with potential for significant erosion and planned construction activity during the wet season to prepare and implement an effective erosion and sediment control plan, or similar document, prior to the start of the wet season.	X						
Require developers/owners/ builders of projects that disturb land area of one acre or more to demonstrate coverage under the State NPDES Stormwater Construction General Permit (CGP).	X						
Ensure municipal capital improvement projects also include stormwater quality control measures during and after construction, as appropriate for each project.	X						
Require developers and owner/builders of projects that disturb a land area of one acre or more that have obtained coverage under the State Construction General Permit to submit a copy of NOI to keep on file.	X						
Consider adopting a model ordinance that would require site planning or design practices and/or post construction controls to protect water quality, such as the controls described in the <i>Start at the Source</i> (BASMAA, 1999) manual.	X						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>Town of San Anselmo</i>							
<b>Additional Erosion and Sediment Controls</b>							
Maintain an erosion and sediment control program that includes requirements for minimum BMPs, sufficient enforcement authority, training and tools for inspectors, and information for developers and contractors.	X						
As a condition for issuing a grading permit, require developers/owners/ builders to prepare, submit for review and approval, and implement an effective erosion and sediment control (ESC) plan or similar administrative document that contains ESC provisions.	X						
Consider adopting a model ordinance that would require site planning or design practices and/or post construction controls to protect water quality, such as the controls described in the Start at the Source (BASMAA, 1999) manual.	X						
<b>Construction Inspection</b>							
Through a construction inspection process, require construction contractors to properly store, use, and dispose of construction materials, chemicals, and wastes from construction sites and prevent illicit discharges to storm drains and watercourses.	X						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>Town of San Anselmo</i>							
<b>Construction Inspection (cont.)</b>							
Through the construction inspection process, for development projects with significant erosion potential, require that erosion and sediment control measures are implemented through a construction inspection process, in accordance with local ordinances and project COA's. Require measures to be maintained as needed during construction.	X						
Oversee the inspection of construction sites for adequacy of stormwater quality control measures on a regular basis, including inspection of permanent structural control measures. Base inspection frequency on: project's potential impact to stormwater quality; project size; site topography and soil characteristics; season in which construction phase occurs; and nature of construction activity.	X						
Require that each active construction site be stabilized prior to the beginning of the wet season to minimize erosion and discharges of sediment from disturbed areas. Oversee the inspection of these sites to make sure requirements are being met.	X						
During the wet season, oversee the inspection of all construction sites with ESC following each major storm event.	X						
<b>Education and Outreach</b>							
Train, at least annually, staff from planning, building, and other public works staff on planning procedures, policies, design guidelines, and BMPs for stormwater pollution prevention and control.	X						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>Education and Outreach (cont.)</i>							
Train, at least annually, construction inspection staff on inspection procedures, documentation, and enforcement related to stormwater pollution prevention.	X						
Distribute appropriate educational and training materials to agency staff, contractors, construction site operators, developers, and owner/builders. Distribute information and guidance materials to developers/owners/builders early in the application or design review process, as appropriate.	X						
Distribute appropriate educational and outreach materials provided by the Regional Board to utility contractors seeking encroachment and/or grading permits from the municipality.	X						

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.  
NA = Not Applicable

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**INDUSTRIAL AND COMMERCIAL DISCHARGE CONTROLS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>Town of San Anselmo</b>							
<b>Targeting Inspections to Achieve the Most Benefit</b>							
Develop and update a business inspection plan describing:							
inspecting agency/department	X						
the agency/department conducting stormwater follow-up/enforcement	X						
how information will be coordinated among agencies/departments	X						
Priorities for inspecting businesses; identify target businesses with high discharge potential.	X						
Inspect and distribute appropriate BMP information to all businesses that impact stormwater quality at least once during <i>Action Plan</i> period (5 years).	X						
Inspect and distribute appropriate BMP information to target businesses within jurisdiction.	X						
Educate business owners and operators about stormwater pollution prevention, separate from the inspection program.	X						
Respond to complaints/ referrals concerning a facility.	X						
Reevaluate your agency's priorities for inspecting businesses and update business inspection plan as needed.	X						
<b>Preparing for Inspections</b>							
Train facility inspectors so that each inspector can conduct effective stormwater inspections.	X						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
INDUSTRIAL AND COMMERCIAL DISCHARGE CONTROLS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>Town of San Anselmo</i>							
<b>Preparing for Inspections (cont.)</b>							
Stormwater Coordinator will be responsible for being familiar with: stormwater regulations and requirements; impacts of non-stormwater discharges to water bodies; inspection techniques and procedures; follow-up and enforcement procedures; and stormwater BMPs. Stormwater Coordinator will obtain ongoing training to support inspection activities and program implementation.	X						
<b>Conducting Inspections</b>							
Inspectors review facility layout to locate storm drain system/ stormwater drainage path	X						
Inspectors review/inspect the following for potential to discharge pollutants or exposure to runoff:							
Outdoor process/ manufacturing areas	X						
Outdoor material storage areas	X						
Outdoor waste storage and disposal areas	X						
Outdoor vehicle and heavy equipment storage and maintenance areas	X						
Outdoor parking areas and access roads	X						
Outdoor wash areas	X						
Surface discharge outlets from rooftop equipment; and	X						
Outdoor drainage from indoor areas	X						
Inspectors notify Stormwater Coordinator of potential to discharge pollutants from non-stormwater discharges and pollutant exposure to stormwater from a business.	X						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**INDUSTRIAL AND COMMERCIAL DISCHARGE CONTROLS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>Town of San Anselmo</b>							
<b>Conducting Inspections (cont.)</b>							
When a business that impacts stormwater quality is identified, Stormwater Coordinator will conduct or delegate:							
Communicate stormwater requirements	X						
Distribute BMP information, educational materials, and referrals to facility representatives, and ask about employee training.	X						
Inform the facility representative of problems/violations found and discuss, establish a correction schedule, and follow up.	X						
Document and track inspection activities, follow-up, and enforcement activities for annual report.	X						
Stormwater Coordinator will conduct or delegate regular inspections of businesses with historical stormwater issues to ensure implementation of BMPs.	X						
<b>Achieving Facility Compliance</b>							
If problem identified during an inspection, perform a follow-up site visit or initiate a self-certification process where facility representative certifies in writing that the problem has been fixed.	X						
Begin enforcement procedures, if appropriate.	X						
<b>Alternative Approach</b>							
Agency may develop and submit for approval to the Regional Board an alternative industrial/commercial business inspection plan.				X	Not planning to submit an alternative plan.		

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**PUBLIC INFORMATION AND PARTICIPATION**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>Town of San Anselmo</i>							
<b>Coordination with Countywide Program Activities</b>							
The Stormwater Coordinator or a delegate will:							
stay informed about the programs and materials being developed by the Countywide Program by attending Agency Staff Committee meetings;	X						
distribute outreach and educational materials to appropriate audiences within the agency's jurisdictions. This includes, but is not limited to schools, volunteer committees, neighborhood community groups, and creek monitoring or other environmental groups.	X						
<b>Internal Communication and Training</b>							
<b>City Staff and Officials</b>							
Communicate MCSTOPPP information to stormwater staff and elected officials so they are informed about their role in implementing local and countywide programs.	X						
Train new employees.	X						
<b>Handling Public Telephone Calls</b>							
Establish procedure for routing stormwater calls to the appropriate staff for handling.	X						
Train local agency staff handling calls on established procedures.	X						
Promote use of one of the agency's phone numbers to facilitate public reporting of illicit discharges.	X						



**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**PUBLIC INFORMATION AND PARTICIPATION**

MUNICIPALITY NAME:

<i>Town of San Anselmo</i>	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b>Storm Drain Stencils/Signs</b>							
Each agency will have a program installing stencils/signs on publicly owned storm drain inlets.	X						
Maintain signs sufficiently so that they are legible.	X						
<b>Coordination with Public Schools (K-12)</b>							
Distribute information about school based outreach and educational materials developed by the Countwide Program to public schools within the agency's jurisdiction (e.g. disseminating information on how to get copies of materials).	X						
<b>Local Community Outreach</b>							
Participated in at least three activities annually (agency representing over 50,000 people); two activities annually (agency representing between 5,000 and 50,000 people); or one activity annually (agency representing less than 5,000 people).	X						
Consider initiating and supporting a community outreach program.	X						
Agencies with creeks will support their local "friends" of the creek group or equivalent program.	X						

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

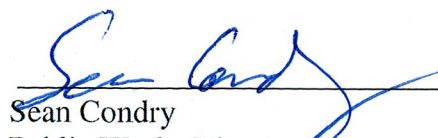
- Y = Yes
- N = No
- P = Partial
- NA = Not Applicable

1. Factors to consider in determining appropriateness include appropriate for local population, pollution sources, receiving water concerns, and integration with local management procedures.
2. Assessment Parameters are quantifiable measurements used to measure effectiveness towards achieving the statutory goal of reducing the discharge of pollutants to the maximum extent practicable.

CERTIFICATION STATEMENT  
FOR  
2012-13 MCSTOPPP ANNUAL REPORT DELIVERABLE FORMS  
  
TOWN OF SAN ANSELMO

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 assure 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, to the best of my knowledge and belief, the information submitted is 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.

As required by the San Francisco Bay Regional Water Quality Control Board the local program stormwater reporting forms (performance standards tables), which report the status of each identified measurable goal, are included with the enclosed Annual Report Deliverable Forms. The local program stormwater reporting forms are also maintained and kept current in internal documentation binders. These reporting forms are kept on file at 525 San Anselmo Avenue, San Anselmo, CA 94960 and are available for public review during normal business hours.

  
Sean Condry  
Public Works Director

7/11/13  
Date

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
MUNICIPAL MAINTENANCE -- CORPORATION YARDS

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of San Rafael</i>							
<b>General Standards/Training</b>							
Prepare and maintain a current SWPPP for each facility.	√						
Assign one person for each corp. yard to ensure BMPs are implemented.	√						
Prepare spill containment kits; store in appropriate locations. Conduct annual drills on how to use the kits.	√						
Stencil inlets to storm drainage system.	√						
Conduct annual facility surveys for performance standards compliance.	√						
Post performance standards guidance and BMPs in appropriate areas.	√						
Describe activities to educate staff regarding performance standards in annual report.	√						
Include stormwater performance standards in annual updates of other environmental management plans and review plans with facility users.	√						
<b>General Housekeeping</b>							
Dispose material removed from streets/storm drainage facilities often to eliminate exposure to rainwater and runoff.	√						
Sweep corp. yard at least monthly.	√						
Keep chemical storage areas neat and orderly	√						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- CORPORATION YARDS

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of San Rafael</i>							
Stockpile materials away from streets, gutters, storm drain inlets, or water channels when possible.	√						
Inspect the yard at least monthly and during rain events to ensure there are no illicit discharges to the storm drain system.	√						
<b>Refuse Holding Area</b>							
Store material removed from storm drainage facilities/streets on concrete/impermeable pad in contained area. Liquids to sanitary sewer or evaporated. In rainy season, cover area.	√						
<b>Auxiliary Storage Areas/Yard</b>							
Store chemicals in appropriate areas.	√						
<b>Chemical Storage</b>							
Store paint, chemicals in approved covered containment area. Waste drums closed when not in use; correct labeling; protection from vandalism.	√						
If stored outside, keep containers in containment area with tight-fitting lids, preventing discharge to storm drain or contact with rain.	√						
Review Material Safety Data Sheets (MSDS) to ensure appropriate materials separation.	√						
Review Hazardous Materials Business Plan (HMBP) for requirements.			√		Working with the County to create a HMBP as of June 30, 2013.	The HMBP is expected to be completed by 6/30/2014.	

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- CORPORATION YARDS

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of San Rafael</i>							
<b>Chemical Usage</b>							
Ensure safety equipment and spill containment kits readily accessible in chemical areas; inspect safety equipment.	√						
Review Material Safety Data Sheets for proper use.	√						
Minimize use of chemicals.	√						
Recycle/dispose of excess chemicals at approved locations.	√						
Ensure chemical containers have secure lids and transport properly.	√						
Properly remove soils contaminated with spilled materials.	√						
<b>A. Oil-based Paints.</b> Wipe oil-based paints from brushes; use filters, reuse thinners or dispose as hazardous waste.	√						
<b>B. Water-based Paints.</b> Rinse water-based paints out of brushes, discharge to sanitary sewer; dry excess paint to trash; otherwise hazardous waste or recycle.	√						
<b>C. Automotive Fluids.</b> Collect used automotive fluids; dispose or recycle appropriately.	√						
<b>D. Pesticides.</b> Follow California Department of Pesticide Regulations procedures for mixing, application, storage, and recycling requirements.	√						
Consider using IPM. Use least toxic methods. Avoid copper-based pesticides and diazinon.	√						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- CORPORATION YARDS

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of San Rafael</i>							
Apply pesticides at appropriate times to minimize runoff.	√						
Mix only as much pesticides as needed. Do not mix or load pesticides near storm drains.	√						
<b>E. Solvent/Cleaning Solutions.</b> Properly recycle/dispose of used solvents/ chemicals.	√						
<b>Washing Vehicles/Equipment</b>							
Clean all vehicles/ equipment on designated wash pad areas that drain to sanitary sewer or recycle. Wash off-site if necessary.	√						
Ensure wash area & sump are large enough so all washwater drains to sanitary sewer or recycling system	√						
Visually monitor wash pad area.	√						
Consider assigning schedules for wash area use.	√						
<b>Fuel Dispensing Area</b>							
Store spill containment kits nearby; follow appropriate procedures, use dry cleaning methods if there is a spill.	√						
Train employees in proper fueling, cleaning, and spill response procedures. Conduct annual drills.	√						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
MUNICIPAL MAINTENANCE -- CORPORATION YARDS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of San Rafael</i>							
<b><i>Fuel Dispensing Area (Continued)</i></b>							
Install signs not to "top off" tanks.	√						
Discourage mobile fueling; establish designated areas for it.	√						
Consider covering fuel dispensing areas; no fueling over open ground. Implement Retail Gasoline Outlet BMPs.	√						
Design fueling area to prevent "run-on" of storm water and runoff of spills.	√						
<b><i>Fleet Maintenance/Vehicle Parking Areas</i></b>							
Regularly inspect equipment for leaks. Use drip pans; repair.	√						
Drain and replace fluids in covered shop area or where no connections to storm drains/watercourses or sanitary sewer. Select an easy-to-clean shop area.	√						
Dry sweep area periodically.	√						
Schedule outdoor repair activities for dry weather, if possible.	√						
Clean equipment regularly using proper collection and disposal methods when necessary	√						

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP Action Plan 2010.

NA = Not Applicable

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
MUNICIPAL MAINTENANCE -- LITTER CONTROL

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>City of San Rafael</b>							
<b>Services</b>							
Provide adequate number of litter receptacles in commercial/other litter source areas.	√						
Pick up litter receptacles frequently to prevent/minimize spillage.	√						
Document/maintain monthly records for:							
Areas targeted for litter removal;	√						
Total amount of material removed.	√						
<b>Education and Enforcement</b>							
Encourage public education to include anti-littering message (composting/ remove & containerize waste/ sweep outdoor areas/ provide municipal green waste program).	√						
Encourage local law enforcement to post signs and enforce anti-littering laws, especially for vacant-lot owners.	√						
Label litter receptacles with anti-littering messages when possible.	√						
Encourage participation in/assist with Coastal Cleanup Day and Earth Day litter removals.	√						
Encourage maintenance crews to report any privately-owned abandoned, leaking vehicles.	√						
<b>Alternative Approaches</b>							
Agency may submit to Regional Board for approval an alternative litter control plan.				√	Not planning to submit an alternative plan.		

NA = Not Applicable



MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- OPERATION & MAINTENANCE OF PUMP STATIONS

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of San Rafael</i>							
<b>Visual Inspections</b>							
Inspect wet wells or forebays 1/month during the dry season for oil spills or other noticeable pollutant discharge.	√						
Inspect wet wells or forebays 1/week during the wet season, for oil spills or other noticeable pollutant discharge.	√						
<b>Maximize Removal of Pollutants Prior to Discharge</b>							
Conduct at least one comprehensive cleaning of wet wells annually to remove sediment prior to the start of the rainy season to minimize sediment discharge.	√						
Have spill kit readily available if there is a large potential for pollutant discharge.	√						
Contain lubricants, fuel, and batteries to prevent accidental spills to wet wells.	√						
If spill reported/observed, try to remove material at nearest access point. As practical, shut down the pump station if the material may reach it. Prevent spill from discharging if possible.	√						
Track spills upstream to try to locate the source(s). Document spill incidents per illicit discharge program. Implement enforcement as appropriate.	√						
Store oil absorbent materials in appropriate maintenance vehicles.	√						
<b>Disposal</b>							
Dispose of screenings at a landfill, sediment where it will not enter storm drain or receiving waters through erosion, and oil-absorbed materials as hazardous waste.	√						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- OPERATION & MAINTENANCE OF PUMP STATIONS

MUNICIPALITY NAME:

<i>City of San Rafael</i>	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b><i>Education/ Training</i></b>							
Educate all pump station maintenance personnel about the performance standards. Conduct at least one meeting/year to educate.	√						
Conduct drills as part of the training, as appropriate.	√						

NA = Not Applicable

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- ROAD REPAIR AND MAINTENANCE

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of San Rafael</i>							
<b>General Practices</b>							
Schedule excavation and road maintenance activities for dry weather.	√						
Perform major equipment repairs, fueling, and maintenance at corp. yards.	√						
Recycle used oil, concrete, asphalt, etc..	√						
Train employees to use these performance standards annually.	√						
Distribute educational and outreach materials as appropriate to utility contractors seeking encroachment and/or grading permits.	√						
<b>Asphalt/Concrete Removal</b>							
Remove/recycle as much of old pavement as possible.	√						
Protect storm drain inlets before asphalt break-up; clean afterwards.	√						
Block/berm storm drain inlets during saw-cutting; immediately remove any slurry entering storm drain system.	√						
Remove saw-cut slurry before end of each day.	√						
<b>Patching and Resurfacing</b>							
No unprotected stockpiling of materials near storm drain inlets or creeks.	√						
Cover and seal manholes before applying sealants, etc.	√						
Never wash excess material from exposed aggregate concrete, etc. to storm drain; designate unpaved clean up area and proper material disposal area.	√						
Conserve dust control water to avoid runoff.	√						
Sweep up as much material as possible and properly dispose; wash streets only if runoff is controlled/contained.	√						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- ROAD REPAIR AND MAINTENANCE

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of San Rafael</i>							
Clean up all spills and leaks from equipment using "dry" methods. Properly remove contaminated soil; dispose of properly.	√						
After job is complete, remove stockpiles and other extras as soon as possible.	√						
Prevent pollution of storm water runoff around work areas if unexpected rain.	√						
<b>Signing and Striping</b>							
Store spill absorbent materials on trucks.	√						
Contain, clean up, properly dispose of waste materials per MSDS (Material Safety Data Sheet).	√						
<b>Equipment Clean Up/Storage</b>							
Flush sprayer paint supply lines at corp. yards; clean up properly.	√						
Clean sprayers, patch and paving equipment at end of day; use approved collection and disposal methods.	√						
Cover sprayers, patch and paving equipment if they contain pollutants to prevent rainfall from transporting pollutants to storm drains.	√						

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
MUNICIPAL MAINTENANCE -- STORM DRAINAGE FACILITIES

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>City of San Rafael</b>							
<b><i>Routine Inspection and Cleaning</i></b>							
Inspect and clean as necessary storm drainage facilities as directed, preferably, prior to rainy season, or alternate.	√						
When cleaning storm drains, remove maximum amount of material at nearest access point.	√						
<b><i>Record Keeping</i></b>							
Report amount of material removed when cleaning storm drainage facilities in monthly forms.	√						
Document and track spill incidents and coordinate with your illicit discharge control field surveys.	√						
Identify/target storm drain inlet areas requiring more frequent or alternative cleaning and/or public education efforts.	√						
<b><i>Spill Response</i></b>							
Maintenance staff makes appropriate phone calls if they suspect toxic or hazardous material spills.	√						
If non-hazardous, maint. Staff contains spill area immediately; cleans ASAP.	√						
Maintenance staff are aware of around-the-clock response/removal spill procedures for hazardous or unknown materials.	√						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- STORM DRAINAGE FACILITIES

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of San Rafael</i>							
<b>Spill Response (Continued)</b>							
Establish response/removal spill procedure for after work hours for non-hazardous materials.	√						
Maintenance staff to coordinate with Stormwater Coordinator for appropriate follow-up response.	√						
Work with Fire and Police Departments to provide spill report copies to Stormwater Coordinators.	√						
<b>Disposal of Material</b>							
Store material removed from storm drainage facilities on impermeable surface (covered during rain) and drain wastewater to sanitary sewer; dispose at appropriate facility.	√						
<b>Alternative Approach</b>							
Agency may develop and submit to the Regional Board for approval an alternative storm drain facility pollution control plan.				√	Not planning to submit an alternative plan.		

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- STREET SWEEPING

MUNICIPALITY NAME:

City of San Rafael	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b>Street Sweeping Frequency</b>							
Clean streets according to Action Plan 2010 schedule			√		Downtown and Canal area streets swept weekly, all other streets are swept in the fall prior to winter rains.	The 2012-13 MCSTOPPP Annual Report reflects the current sweeping schedule for targeted high priority areas and provides an update to the schedule in Action Plan 2010. This update was made based on effectiveness assessment of street sweeping frequencies.	
<b>Problems Associated with Efficient Street Cleaning</b>							
Getting Parked/Abandoned Vehicles Off Streets	√						
Maintain consistent sweeping schedule.	√						
Measures to keep curbed areas clear during cleaning.	√						
Removing leaves during leaf season	√						
Analyze alternatives; develop leaf removal program.	√						
Encourage residents to collect and compost leaves through green waste program or coordinate with local/regional composting program.	√						
Trees near streets	√						
Provide operators with resources to report trees interfering with cleaning.	√						
<b>Street Cleaning Operation to Maximize Pollutant Removal</b>							
Quality of clean streets: no dirt trails/debris.	√						
Check street cleaning equipment for proper adjustment.	√						
Operate equipment at manufacturer's specified speed.	√						
<b>Street Cleaning Maintenance to Maximize Pollution Removal</b>							

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- STREET SWEEPING

MUNICIPALITY NAME:

<i>City of San Rafael</i>	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
Regularly inspect and maintain equipment.	√						
Replace worn components as required to maximize efficiency.	√						



MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- STREET SWEEPING

MUNICIPALITY NAME:

City of San Rafael	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b>Spill Response</b>							
Report spills observed on streets immediately.	√						
Respond to spills per Storm Drain Facility Performance Standards	√						
<b>Record Keeping</b>							
Track cleaning mileage.	√						
Track volume or weight of material removed each cleaning day.	√						
Report number of curb miles swept in monthly forms.	√						
Identify and target areas for:							
more frequent cleaning	√						
efforts to remove vehicles.	√						
education efforts to discourage illegal dumping, etc.	√						
Document/track areas where spills were reported and coordinate with agency's illicit discharge control field surveys.	√						
<b>Contract Sweepers</b>							
Specify in contracts that compliance with these performance standards will be achieved.				√	We do not have contract sweepers. City personnel sweep our streets and are in compliance		
Specify in contracts that back up equipment must be available.				√	We do not have contract sweepers. The City has mechanics to fix any problems that arise.		
Specify in contracts that all record keeping information will be provided.				√	We do not have contract sweepers. City personnel sweep our streets and keep detailed records.		

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**MUNICIPAL MAINTENANCE -- STREET SWEEPING**

MUNICIPALITY NAME:

<i>City of San Rafael</i>	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b><i>Education /Training</i></b>							
Train staff and contractors annually to identify and report illicit discharges.	√						
Train staff and contractors to comply with street sweeping performance standards.	√						

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**ILLICIT DISCHARGE CONTROL**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of San Rafael</i>							
<b>Prepare for Illicit Discharge Screening and Investigations</b>							
Stormwater Coordinator conducts or delegates the following:							
Receive information on non-stormwater discharge reports;	√						
Assure illicit discharges follow-up, elimination, and clean up are conducted.	√						
Provide staff with information on illicit discharge source identification and elimination status;	√						
Make sure required reporting is completed.	√						
Distribute information to management and elected officials about resources needed to implement the performance standards.	√						
Facilitate performance standards implementation.	√						
Share local activities/findings with ASC.	√						
Train appropriate maintenance and field staff to recognize illicit discharges and response procedures.	√						
Train staff assigned to conduct illicit discharge investigations.	√						
Develop map of outfalls.	√						
Develop maps of complete storm drain system for use to trace illicit discharges.	√						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**ILLICIT DISCHARGE CONTROL**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of San Rafael</i>							
<b>Conduct Field Screening</b>							
Identify evidence of illicit discharges while maintenance and field staff are conducting other routine work. Report any evidences of illicit discharges to Stormwater Coordinator.	√						
<b>Conduct Field Investigations</b>							
Verify whether an illicit discharge has occurred upon receiving information/ report of such. Initiate follow-up within 24 hours from receipt of report.	√						
Find source of illicit discharge and eliminate it. Trace source(s); record and maintain findings.	√						
Continue to inspect/follow-up illicit discharges until: source is found and eliminated or discharge has stopped and source cannot be traced.	√						
If agency identifies ≥3 illicit discharges in a fiscal year in an area served by major outfall(s), provide additional investigations in area served by outfall. Investigations to include 1+ of following:							
Periodic above-ground surveillance	√						
Additional business inspections	√						
Additional periodic investigations of outfalls, creeks, and open channels	√						
Additional targeted education outreach in area.	√						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**ILLCIT DISCHARGE CONTROL**

MUNICIPALITY NAME:

<i>City of San Rafael</i>	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b><i>Follow-up To Field Screening and Investigations</i></b>							
<b>Follow-up activities:</b>							
When a party responsible for an illicit discharge is found, provide the party with: educational information about impacts, describing BMPs, local stormwater ordinance requirements, and options for proper discharge/disposal. If party not found, distribute educational materials to those in the immediate vicinity.	√						
Distribute appropriate educational and BMP information to business to which discharge has been traced.	√						
<b><i>Follow-up To Field Screening and Investigations - Continued</i></b>							
Begin enforcement procedures, if appropriate.	√						
Ensure that the goal of follow-up investigations is to stop the illicit discharge(s) as soon as practicable.	√						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**ILLICIT DISCHARGE CONTROL**

MUNICIPALITY NAME:

<i>City of San Rafael</i>	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b><i>Procedures for Spill Prevention, Containment, and Response</i></b>							
Stormwater Coordinator will conduct or delegate the following:							
Investigate and record spill report/complaints.	√						
Become familiar with existing spill prevention, containment, response, and clean-up programs in the jurisdiction.	√						
Coordinate illicit discharge prevention, elimination, and clean-up activities with the spill prevention, containment, response, and clean-up programs.	√						
Establish a mechanism for obtaining information about spill incidents from other agencies and departments within the municipality so that source identification and follow-up activities can be coordinated.	√						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**ILLICIT DISCHARGE CONTROL**

MUNICIPALITY NAME:

<i>City of San Rafael</i>	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b><i>Document and Report Completion</i></b>							
Document number and types of illicit discharge incidents reported and follow-up actions conducted (not including automobile accident fluid spills).	√						
Track number of screening points monitored; number of illicit discharges identified as part of outfall monitoring activities; number of illicit discharge reported by other agency staff and the public; and follow-up activities.	√						
<b><i>Alternative Approaches</i></b>							
Agency may develop and submit to the Regional Board an alternative illicit discharge control and elimination plan.				√	Not planning to submit an alternative plan.		

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of San Rafael</i>							
<b><i>Development Plan Review and Permitting</i></b>							
Have adequate legal authority to implement stormwater quality control measures for development, redevelopment, and construction activities as part of development plan review and approval process.	√						
Incorporate policies and implementation measures into the General Plan to help preserve and enhance water quality and protect sensitive areas. Adopt General Plan amendments as part of upcoming/current General Plan review cycle.	√						
Require environmental documents for projects under CEQA or NEPA review to address significant and cumulative stormwater quality impacts over the project life, and specific construction and post-construction mitigation measures.	√						
Require developers/owners/ builders to control stormwater quality impacts by using appropriate construction and permanent best management practices. Require projects with significant stormwater pollution potential to avoid, minimize, and mitigate the potential adverse impacts. Require developers/ owners/builders of projects with permanent structural stormwater controls to ensure ongoing operation and maintenance of the controls as part of project approval.	√						



MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of San Rafael</i>							
<b>Development Plan Review and Permitting (cont.)</b>							
Require developers/owners/ builders to control stormwater quality impacts of their projects by using appropriate BMPs during construction activities.	√						
Require developers/owners/ builders of projects with potential for significant erosion and planned construction activity during the wet season to prepare and implement an effective erosion and sediment control plan, or similar document, prior to the start of the wet season.	√						
Require developers/owners/ builders of projects that disturb land area of one acre or more to demonstrate coverage under the State NPDES Stormwater Construction General Permit (CGP).	√						
Ensure municipal capital improvement projects also include stormwater quality control measures during and after construction, as appropriate for each project.	√						
Require developers and owner/builders of projects that disturb a land area of one acre or more that have obtained coverage under the State Construction General Permit to submit a copy of NOI to keep on file.	√						
Consider adopting a model ordinance that would require site planning or design practices and/or post construction controls to protect water quality, such as the controls described in the <i>Start at the Source</i> (BASMAA, 1999) manual.	√						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of San Rafael</i>							
<b>Additional Erosion and Sediment Controls</b>							
Maintain an erosion and sediment control program that includes requirements for minimum BMPs, sufficient enforcement authority, training and tools for inspectors, and information for developers and contractors.	√						
As a condition for issuing a grading permit, require developers/owners/ builders to prepare, submit for review and approval, and implement an effective erosion and sediment control (ESC) plan or similar administrative document that contains ESC provisions.	√						
Consider adopting a model ordinance that would require site planning or design practices and/or post construction controls to protect water quality, such as the controls described in the Start at the Source (BASMAA, 1999) manual.	√						
<b>Construction Inspection</b>							
Through a construction inspection process, require construction contractors to properly store, use, and dispose of construction materials, chemicals, and wastes from construction sites and prevent illicit discharges to storm drains and watercourses.	√						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of San Rafael</i>							
<b>Construction Inspection (cont.)</b>							
Through the construction inspection process, for development projects with significant erosion potential, require that erosion and sediment control measures are implemented through a construction inspection process, in accordance with local ordinances and project COA's. Require measures to be maintained as needed during construction.	√						
Oversee the inspection of construction sites for adequacy of stormwater quality control measures on a regular basis, including inspection of permanent structural control measures. Base inspection frequency on: project's potential impact to stormwater quality; project size; site topography and soil characteristics; season in which construction phase occurs; and nature of construction activity.	√						
Require that each active construction site be stabilized prior to the beginning of the wet season to minimize erosion and discharges of sediment from disturbed areas. Oversee the inspection of these sites to make sure requirements are being met.	√						
During the wet season, oversee the inspection of all construction sites with ESC following each major storm event.	√						
<b>Education and Outreach</b>							
Train, at least annually, staff from planning, building, and other public works staff on planning procedures, policies, design guidelines, and BMPs for stormwater pollution prevention and control.	√						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS

MUNICIPALITY NAME:

City of San Rafael	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b>Education and Outreach (cont.)</b>							
Train, at least annually, construction inspection staff on inspection procedures, documentation, and enforcement related to stormwater pollution prevention.	√						
Distribute appropriate educational and training materials to agency staff, contractors, construction site operators, developers, and owner/builders. Distribute information and guidance materials to developers/owners/builders early in the application or design review process, as appropriate.	√						
Distribute appropriate educational and outreach materials provided by the Regional Board to utility contractors seeking encroachment and/or grading permits from the municipality.	√						

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**INDUSTRIAL AND COMMERCIAL DISCHARGE CONTROLS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>City of San Rafael</b>							
<b>Targeting Inspections to Achieve the Most Benefit</b>							
Develop and update a business inspection plan describing:							
inspecting agency/department	√						
the agency/department conducting stormwater follow-up/enforcement	√						
how information will be coordinated among agencies/departments	√						
Priorities for inspecting businesses; identify target businesses with high discharge potential.	√						
Inspect and distribute appropriate BMP information to all businesses that impact stormwater quality at least once during <i>Action Plan</i> period (5 years).	√						
Inspect and distribute appropriate BMP information to target businesses within jurisdiction.	√						
Educate business owners and operators about stormwater pollution prevention, separate from the inspection program.	√						
Respond to complaints/ referrals concerning a facility.	√						
Reevaluate your agency's priorities for inspecting businesses and update business inspection plan as needed.	√						
<b>Preparing for Inspections</b>							
Train facility inspectors so that each inspector can conduct effective stormwater inspections.	√						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**INDUSTRIAL AND COMMERCIAL DISCHARGE CONTROLS**

MUNICIPALITY NAME:

City of San Rafael	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b>Preparing for Inspections (cont.)</b>							
Stormwater Coordinator will be responsible for being familiar with: stormwater regulations and requirements; impacts of non-stormwater discharges to water bodies; inspection techniques and procedures; follow-up and enforcement procedures; and stormwater BMPs. Stormwater Coordinator will obtain ongoing training to support inspection activities and program implementation.	√						
<b>Conducting Inspections</b>							
Inspectors review facility layout to locate storm drain system/ stormwater drainage path	√						
Inspectors review/inspect the following for potential to discharge pollutants or exposure to runoff:							
Outdoor process/ manufacturing areas	√						
Outdoor material storage areas	√						
Outdoor waste storage and disposal areas	√						
Outdoor vehicle and heavy equipment storage and maintenance areas	√						
Outdoor parking areas and access roads	√						
Outdoor wash areas	√						
Surface discharge outlets from rooftop equipment; and	√						
Outdoor drainage from indoor areas	√						
Inspectors notify Stormwater Coordinator of potential to discharge pollutants from non-stormwater discharges and pollutant exposure to stormwater from a business.	√						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**INDUSTRIAL AND COMMERCIAL DISCHARGE CONTROLS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>City of San Rafael</b>							
<b>Conducting Inspections (cont.)</b>							
When a business that impacts stormwater quality is identified, Stormwater Coordinator will conduct or delegate:							
Communicate stormwater requirements	√						
Distribute BMP information, educational materials, and referrals to facility representatives, and ask about employee training.	√						
Inform the facility representative of problems/violations found and discuss, establish a correction schedule, and follow up.	√						
Document and track inspection activities, follow-up, and enforcement activities for annual report.	√						
Stormwater Coordinator will conduct or delegate regular inspections of businesses with historical stormwater issues to ensure implementation of BMPs.	√						
<b>Achieving Facility Compliance</b>							
If problem identified during an inspection, perform a follow-up site visit or initiate a self-certification process where facility representative certifies in writing that the problem has been fixed.	√						
Begin enforcement procedures, if appropriate.	√						
<b>Alternative Approach</b>							
Agency may develop and submit for approval to the Regional Board an alternative industrial/commercial business inspection plan.				√	Not planning to submit an alternative plan.		

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 PUBLIC INFORMATION AND PARTICIPATION

MUNICIPALITY NAME:

City of San Rafael	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b>Coordination with Countywide Program Activities</b>							
The Stormwater Coordinator or a delegate will:							
stay informed about the programs and materials being developed by the Countywide Program by attending Agency Staff Committee meetings;	√						
distribute outreach and educational materials to appropriate audiences within the agency's jurisdictions. This includes, but is not limited to schools, volunteer committees, neighborhood community groups, and creek monitoring or other environmental groups.	√						
<b>Internal Communication and Training</b>							
<b>City Staff and Officials</b>							
Communicate MCSTOPPP information to stormwater staff and elected officials so they are informed about their role in implementing local and countywide programs.	√						
Train new employees.	√						
<b>Handling Public Telephone Calls</b>							
Establish procedure for routing stormwater calls to the appropriate staff for handling.	√						
Train local agency staff handling calls on established procedures.	√						
Promote use of one of the agency's phone numbers to facilitate public reporting of illicit discharges.	√						



MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 PUBLIC INFORMATION AND PARTICIPATION

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of San Rafael</i>							
<b>Storm Drain Stencils/Signs</b>							
Each agency will have a program installing stencils/signs on publicly owned storm drain inlets.	√						
Maintain signs sufficiently so that they are legible.	√						
<b>Coordination with Public Schools (K-12)</b>							
Distribute information about school based outreach and educational materials developed by the Countwide Program to public schools within the agency's jurisdiction (e.g. disseminating information on how to get copies of materials).	√						
<b>Local Community Outreach</b>							
Participated in at least three activities annually (agency representing over 50,000 people); two activities annually (agency representing between 5,000 and 50,000 people); or one activity annually (agency representing less than 5,000 people).	√						
Consider initiating and supporting a community outreach program.	√						
Agencies with creeks will support their local "friends" of the creek group or equivalent program.	√						

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

Y = Yes  
 N = No  
 P = Partial  
 NA = Not Applicable

1. Factors to consider in determining appropriateness include appropriate for local population, pollution sources, receiving water concerns, and integration with local management procedures.
2. Assessment Parameters are quantifiable measurements used to measure effectiveness towards achieving the statutory goal of reducing the discharge of pollutants to the maximum extent practicable.



MAYOR GARY O. PHILLIPS  
VICE MAYOR BARBARA HELLER  
COUNCILMEMBER KATE COLIN  
COUNCILMEMBER DAMON CONNOLLY  
COUNCILMEMBER ANDREW CUYUGAN MCCULLOUGH

PUBLIC WORKS DEPARTMENT: (415)485-3355 FAX: (415)485-3334  
*Nader Mansourian, Director of Public Works*

CERTIFICATION STATEMENT  
FOR  
2012-13 MCSTOPPP ANNUAL REPORT DELIVERABLE FORMS

CITY OF SAN RAFAEL

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 assure 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, to the best of my knowledge and belief, the information submitted is 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.

As required by the San Francisco Bay Regional Water Quality Control Board the local program stormwater reporting forms (performance standards tables), which report the status of each identified measurable goal, are included with the enclosed Annual Report Deliverable Forms. The local program stormwater reporting forms are also maintained and kept current in internal documentation binders. These reporting forms are kept on file at 111 Morphew Street, San Rafael, CA 94903, and are available for public review during normal business hours.

Nader Mansourian  
Director of Public Works

Date

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- CORPORATION YARDS

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of Sausalito</i>							
<b>General Standards/Training</b>							
Prepare and maintain a current SWPPP for each facility.	<input checked="" type="checkbox"/>						
Assign one person for each corp. yard to ensure BMPs are implemented.	<input checked="" type="checkbox"/>						
Prepare spill containment kits; store in appropriate locations. Conduct annual drills on how to use the kits.	<input checked="" type="checkbox"/>						
Stencil inlets to storm drainage system.	<input checked="" type="checkbox"/>						
Conduct annual facility surveys for performance standards compliance.	<input checked="" type="checkbox"/>						
Post performance standards guidance and BMPs in appropriate areas.	<input checked="" type="checkbox"/>						
Describe activities to educate staff regarding performance standards in annual report.	<input checked="" type="checkbox"/>						
Include stormwater performance standards in annual updates of other environmental management plans and review plans with facility users.	<input checked="" type="checkbox"/>						
<b>General Housekeeping</b>							
Dispose material removed from streets/storm drainage facilities often to eliminate exposure to rainwater and runoff.	<input checked="" type="checkbox"/>						
Sweep corp. yard at least monthly.	<input checked="" type="checkbox"/>						
Keep chemical storage areas neat and orderly	<input checked="" type="checkbox"/>						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- CORPORATION YARDS

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of Sausalito</i>							
Stockpile materials away from streets, gutters, storm drain inlets, or water channels when possible.	<input checked="" type="checkbox"/>						
Inspect the yard at least monthly and during rain events to ensure there are no illicit discharges to the storm drain system.	<input checked="" type="checkbox"/>						
<b>Refuse Holding Area</b>							
Store material removed from storm drainage facilities/streets on concrete/impermeable pad in contained area. Liquids to sanitary sewer or evaporated. In rainy season, cover area.	<input checked="" type="checkbox"/>						
<b>Auxiliary Storage Areas/Yard</b>							
Store chemicals in appropriate areas.	<input checked="" type="checkbox"/>						
<b>Chemical Storage</b>							
Store paint, chemicals in approved covered containment area. Waste drums closed when not in use; correct labeling; protection from vandalism.	<input checked="" type="checkbox"/>						
If stored outside, keep containers in containment area with tight-fitting lids, preventing discharge to storm drain or contact with rain.	<input checked="" type="checkbox"/>						
Review Material Safety Data Sheets (MSDS) to ensure appropriate materials separation.	<input checked="" type="checkbox"/>						
Review Hazardous Materials Business Plan (HMBP) for requirements.	<input checked="" type="checkbox"/>						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- CORPORATION YARDS

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of Sausalito</i>							
<b>Chemical Usage</b>							
Ensure safety equipment and spill containment kits readily accessible in chemical areas; inspect safety equipment.	<input checked="" type="checkbox"/>						
Review Material Safety Data Sheets for proper use.	<input checked="" type="checkbox"/>						
Minimize use of chemicals.	<input checked="" type="checkbox"/>						
Recycle/dispose of excess chemicals at approved locations.	<input checked="" type="checkbox"/>						
Ensure chemical containers have secure lids and transport properly.	<input checked="" type="checkbox"/>						
Properly remove soils contaminated with spilled materials.	<input checked="" type="checkbox"/>						
<b>A. Oil-based Paints.</b> Wipe oil-based paints from brushes; use filters, reuse thinners or dispose as hazardous waste.	<input checked="" type="checkbox"/>						
<b>B. Water-based Paints.</b> Rinse water-based paints out of brushes, discharge to sanitary sewer; dry excess paint to trash; otherwise hazardous waste or recycle.	<input checked="" type="checkbox"/>						
<b>C. Automotive Fluids.</b> Collect used automotive fluids; dispose or recycle appropriately.	<input checked="" type="checkbox"/>						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- CORPORATION YARDS

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of Sausalito</i>							
<b>D. Pesticides.</b> Follow California Department of Pesticide Regulations procedures for mixing, application, storage, and recycling requirements.	<input checked="" type="checkbox"/>						
Consider using IPM. Use least toxic methods. Avoid copper-based pesticides and diazinon.	<input checked="" type="checkbox"/>						
Apply pesticides at appropriate times to minimize runoff.	<input checked="" type="checkbox"/>						
Mix only as much pesticides as needed. Do not mix or load pesticides near storm drains.	<input checked="" type="checkbox"/>						
<b>E. Solvent/Cleaning Solutions.</b> Properly recycle/dispose of used solvents/ chemicals.	<input checked="" type="checkbox"/>						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- CORPORATION YARDS

MUNICIPALITY NAME:

<i>City of Sausalito</i>	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b><i>Washing Vehicles/Equipment</i></b>							
Clean all vehicles/ equipment on designated wash pad areas that drain to sanitary sewer or recycle. Wash off-site if necessary.	<input checked="" type="checkbox"/>						
Ensure wash area & sump are large enough so all washwater drains to sanitary sewer or recycling system	<input checked="" type="checkbox"/>						
Visually monitor wash pad area.	<input checked="" type="checkbox"/>						
Consider assigning schedules for wash area use.	<input checked="" type="checkbox"/>						
<b><i>Fuel Dispensing Area</i></b>							
Store spill containment kits nearby; follow appropriate procedures, use dry cleaning methods if there is a spill.	<input checked="" type="checkbox"/>						
Train employees in proper fueling, cleaning, and spill response procedures. Conduct annual drills.	<input checked="" type="checkbox"/>						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- CORPORATION YARDS

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of Sausalito</i>							
<b>Fuel Dispensing Area (Continued)</b>							
Install signs not to "top off" tanks.				<input checked="" type="checkbox"/>	Vehicle fueling is not performed at any City facility		
Discourage mobile fueling; establish designated areas for it.				<input checked="" type="checkbox"/>	Vehicle fueling is not performed at any City facility		
Consider covering fuel dispensing areas; no fueling over open ground. Implement Retail Gasoline Outlet BMPs.				<input checked="" type="checkbox"/>	Vehicle fueling is not performed at any City facility		
Design fueling area to prevent "run-on" of storm water and runoff of spills.				<input checked="" type="checkbox"/>	Vehicle fueling is not performed at any City facility		
<b>Fleet Maintenance/Vehicle Parking Areas</b>							
Regularly inspect equipment for leaks. Use drip pans; repair.	<input checked="" type="checkbox"/>						
Drain and replace fluids in covered shop area or where no connections to storm drains/watercourses or sanitary sewer. Select an easy-to-clean shop area.	<input checked="" type="checkbox"/>						
Dry sweep area periodically.	<input checked="" type="checkbox"/>						
Schedule outdoor repair activities for dry weather, if possible.	<input checked="" type="checkbox"/>						
Clean equipment regularly using proper collection and disposal methods when necessary	<input checked="" type="checkbox"/>						

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP Action Plan 2010.

NA = Not Applicable



MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- LITTER CONTROL

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of Sausalito</i>							
<b>Services</b>							
Provide adequate number of litter receptacles in commercial/other litter source areas.	<input checked="" type="checkbox"/>						
Pick up litter receptacles frequently to prevent/minimize spillage.	<input checked="" type="checkbox"/>						
Document/maintain monthly records for:							
Areas targeted for litter removal;	<input checked="" type="checkbox"/>						
Total amount of material removed.	<input checked="" type="checkbox"/>						
<b>Education and Enforcement</b>							
Encourage public education to include anti-littering message (composting/ remove & containerize waste/ sweep outdoor areas/ provide municipal green waste program).	<input checked="" type="checkbox"/>						
Encourage local law enforcement to post signs and enforce anti-littering laws, especially for vacant-lot owners.	<input checked="" type="checkbox"/>						
Label litter receptacles with anti-littering messages when possible.	<input checked="" type="checkbox"/>						
Encourage participation in/assist with Coastal Cleanup Day and Earth Day litter removals.	<input checked="" type="checkbox"/>						
Encourage maintenance crews to report any privately-owned abandoned, leaking vehicles.	<input checked="" type="checkbox"/>						
<b>Alternative Approaches</b>							
Agency may submit to Regional Board for approval an alternative litter control plan.				<input checked="" type="checkbox"/>	Not planning to submit an alternative plan.		

NA = Not Applicable

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
MUNICIPAL MAINTENANCE -- OPERATION & MAINTENANCE OF PUMP STATIONS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>City of Sausalito</b>							
<b>Visual Inspections</b>							
Inspect wet wells or forebays 1/month during the dry season for oil spills or other noticeable pollutant discharge.				<input checked="" type="checkbox"/>	The City does not operate or maintain any pump stations.		
Inspect wet wells or forebays 1/week during the wet season, for oil spills or other noticeable pollutant discharge.				<input checked="" type="checkbox"/>	The City does not operate or maintain any pump stations.		
<b>Maximize Removal of Pollutants Prior to Discharge</b>							
Conduct at least one comprehensive cleaning of wet wells annually to remove sediment prior to the start of the rainy season to minimize sediment discharge.				<input checked="" type="checkbox"/>	The City does not operate or maintain any pump stations.		
Have spill kit readily available if there is a large potential for pollutant discharge.				<input checked="" type="checkbox"/>	The City does not operate or maintain any pump stations.		
Contain lubricants, fuel, and batteries to prevent accidental spills to wet wells.				<input checked="" type="checkbox"/>	The City does not operate or maintain any pump stations.		
If spill reported/observed, try to remove material at nearest access point. As practical, shut down the pump station if the material may reach it. Prevent spill from discharging if possible.				<input checked="" type="checkbox"/>	The City does not operate or maintain any pump stations.		
Track spills upstream to try to locate the source(s). Document spill incidents per illicit discharge program. Implement enforcement as appropriate.				<input checked="" type="checkbox"/>	The City does not operate or maintain any pump stations.		
Store oil absorbent materials in appropriate maintenance vehicles.				<input checked="" type="checkbox"/>	The City does not operate or maintain any pump stations.		
<b>Disposal</b>							
Dispose of screenings at a landfill, sediment where it will not enter storm drain or receiving waters through erosion, and oil-absorbed materials as hazardous waste.				<input checked="" type="checkbox"/>	The City does not operate or maintain any pump stations.		

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- OPERATION & MAINTENANCE OF PUMP STATIONS

MUNICIPALITY NAME:

<i>City of Sausalito</i>	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b><i>Education/ Training</i></b>							
Educate all pump station maintenance personnel about the performance standards. Conduct at least one meeting/year to educate.				<input checked="" type="checkbox"/>	The City does not operate or maintain any pump stations.		
Conduct drills as part of the training, as appropriate.				<input checked="" type="checkbox"/>	The City does not operate or maintain any pump stations.		

NA = Not Applicable

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**MUNICIPAL MAINTENANCE -- ROAD REPAIR AND MAINTENANCE**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of Sausalito</i>							
<b>General Practices</b>							
Schedule excavation and road maintenance activities for dry weather.	<input checked="" type="checkbox"/>						
Perform major equipment repairs, fueling, and maintenance at corp. yards.	<input checked="" type="checkbox"/>						
Recycle used oil, concrete, asphalt, etc..	<input checked="" type="checkbox"/>						
Train employees to use these performance standards annually.	<input checked="" type="checkbox"/>						
Distribute educational and outreach materials as appropriate to utility contractors seeking encroachment and/or grading permits.	<input checked="" type="checkbox"/>						
<b>Asphalt/Concrete Removal</b>							
Remove/recycle as much of old pavement as possible.	<input checked="" type="checkbox"/>						
Protect storm drain inlets before asphalt break-up; clean afterwards.	<input checked="" type="checkbox"/>						
Block/berm storm drain inlets during saw-cutting; immediately remove any slurry entering storm drain system.	<input checked="" type="checkbox"/>						
Remove saw-cut slurry before end of each day.	<input checked="" type="checkbox"/>						
<b>Patching and Resurfacing</b>							
No unprotected stockpiling of materials near storm drain inlets or creeks.	<input checked="" type="checkbox"/>						
Cover and seal manholes before applying sealants, etc.	<input checked="" type="checkbox"/>						
Never wash excess material from exposed aggregate concrete, etc. to storm drain; designate unpaved clean up area and proper material disposal area.	<input checked="" type="checkbox"/>						
Conserve dust control water to avoid runoff.	<input checked="" type="checkbox"/>						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**MUNICIPAL MAINTENANCE -- ROAD REPAIR AND MAINTENANCE**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of Sausalito</i>							
Sweep up as much material as possible and properly dispose; wash streets only if runoff is controlled/contained.	<input checked="" type="checkbox"/>						
Clean up all spills and leaks from equipment using "dry" methods. Properly remove contaminated soil; dispose of properly.	<input checked="" type="checkbox"/>						
After job is complete, remove stockpiles and other extras as soon as possible.	<input checked="" type="checkbox"/>						
Prevent pollution of storm water runoff around work areas if unexpected rain.	<input checked="" type="checkbox"/>						
<b>Signing and Striping</b>							
Store spill absorbent materials on trucks.	<input checked="" type="checkbox"/>						
Contain, clean up, properly dispose of waste materials per MSDS (Material Safety Data Sheet).	<input checked="" type="checkbox"/>						
<b>Equipment Clean Up/Storage</b>							
Flush sprayer paint supply lines at corp. yards; clean up properly.	<input checked="" type="checkbox"/>						
Clean sprayers, patch and paving equipment at end of day; use approved collection and disposal methods.	<input checked="" type="checkbox"/>						
Cover sprayers, patch and paving equipment if they contain pollutants to prevent rainfall from transporting pollutants to storm drains.	<input checked="" type="checkbox"/>						

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- STORM DRAINAGE FACILITIES

MUNICIPALITY NAME:

City of Sausalito	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b>Routine Inspection and Cleaning</b>							
Inspect and clean as necessary storm drainage facilities as directed, preferably, prior to rainy season, or alternate.	<input checked="" type="checkbox"/>						
When cleaning storm drains, remove maximum amount of material at nearest access point.	<input checked="" type="checkbox"/>						
<b>Record Keeping</b>							
Report amount of material removed when cleaning storm drainage facilities in monthly forms.	<input checked="" type="checkbox"/>						
Document and track spill incidents and coordinate with your illicit discharge control field surveys.	<input checked="" type="checkbox"/>						
Identify/target storm drain inlet areas requiring more frequent or alternative cleaning and/or public education efforts.	<input checked="" type="checkbox"/>						
<b>Spill Response</b>							
Maintenance staff makes appropriate phone calls if they suspect toxic or hazardous material spills.	<input checked="" type="checkbox"/>						
If non-hazardous, maint. Staff contains spill area immediately; cleans ASAP.	<input checked="" type="checkbox"/>						
Maintenance staff are aware of around-the-clock response/removal spill procedures for hazardous or unknown materials.	<input checked="" type="checkbox"/>						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**MUNICIPAL MAINTENANCE -- STORM DRAINAGE FACILITIES**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of Sausalito</i>							
<b>Spill Response (Continued)</b>							
Establish response/removal spill procedure for after work hours for non-hazardous materials.	<input checked="" type="checkbox"/>						
Maintenance staff to coordinate with Stormwater Coordinator for appropriate follow-up response.	<input checked="" type="checkbox"/>						
Work with Fire and Police Departments to provide spill report copies to Stormwater Coordinators.	<input checked="" type="checkbox"/>						
<b>Disposal of Material</b>							
Store material removed from storm drainage facilities on impermeable surface (covered during rain) and drain wastewater to sanitary sewer; dispose at appropriate facility.	<input checked="" type="checkbox"/>						
<b>Alternative Approach</b>							
Agency may develop and submit to the Regional Board for approval an alternative storm drain facility pollution control plan.				<input checked="" type="checkbox"/>	Not planning to submit alternative plan.		

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
MUNICIPAL MAINTENANCE -- STREET SWEEPING

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of Sausalito</i>							
<b>Street Sweeping Frequency</b>							
Clean streets according to Action Plan 2010 schedule	<input checked="" type="checkbox"/>						
<b>Problems Associated with Efficient Street Cleaning</b>							
Getting Parked/Abandoned Vehicles Off Streets	<input checked="" type="checkbox"/>						
Maintain consistent sweeping schedule.	<input checked="" type="checkbox"/>						
Measures to keep curbed areas clear during cleaning.	<input checked="" type="checkbox"/>						
Removing leaves during leaf season	<input checked="" type="checkbox"/>						
Analyze alternatives; develop leaf removal program.	<input checked="" type="checkbox"/>						
Encourage residents to collect and compost leaves through green waste program or coordinate with local/regional composting program.	<input checked="" type="checkbox"/>						
Trees near streets	<input checked="" type="checkbox"/>						
Provide operators with resources to report trees interfering with cleaning.	<input checked="" type="checkbox"/>						
<b>Street Cleaning Operation to Maximize Pollutant Removal</b>							
Quality of clean streets: no dirt trails/debris.	<input checked="" type="checkbox"/>						
Check street cleaning equipment for proper adjustment.				<input checked="" type="checkbox"/>	City does not own or operate street cleaning equipment		
Operate equipment at manufacturer's specified speed.	<input checked="" type="checkbox"/>						
<b>Street Cleaning Maintenance to Maximize Pollution Removal</b>							
Regularly inspect and maintain equipment.				<input checked="" type="checkbox"/>	City does not own or operate street cleaning equipment		
Replace worn components as required to maximize efficiency.				<input checked="" type="checkbox"/>	City does not own or operate street cleaning equipment		



**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**MUNICIPAL MAINTENANCE -- STREET SWEEPING**

MUNICIPALITY NAME:

<i>City of Sausalito</i>	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b><i>Spill Response</i></b>							
Report spills observed on streets immediately.	<input checked="" type="checkbox"/>						
Respond to spills per Storm Drain Facility Performance Standards	<input checked="" type="checkbox"/>						
<b><i>Record Keeping</i></b>							
Track cleaning mileage.	<input checked="" type="checkbox"/>						
Track volume or weight of material removed each cleaning day.	<input checked="" type="checkbox"/>						
Report number of curb miles swept in monthly forms.	<input checked="" type="checkbox"/>						
Identify and target areas for:							
more frequent cleaning	<input checked="" type="checkbox"/>						
efforts to remove vehicles.	<input checked="" type="checkbox"/>						
education efforts to discourage illegal dumping, etc.	<input checked="" type="checkbox"/>						
Document/track areas where spills were reported and coordinate with agency's illicit discharge control field surveys.	<input checked="" type="checkbox"/>						
<b><i>Contract Sweepers</i></b>							
Specify in contracts that compliance with these performance standards will be achieved.	<input checked="" type="checkbox"/>						
Specify in contracts that back up equipment must be available.	<input checked="" type="checkbox"/>						
Specify in contracts that all record keeping information will be provided.	<input checked="" type="checkbox"/>						
<b><i>Education /Training</i></b>							
Train staff and contractors annually to identify and report illicit discharges.	<input checked="" type="checkbox"/>						
Train staff and contractors to comply with street sweeping performance standards.	<input checked="" type="checkbox"/>						

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**ILLICIT DISCHARGE CONTROL**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of Sausalito</i>							
<b>Prepare for Illicit Discharge Screening and Investigations</b>							
Stormwater Coordinator conducts or delegates the following:							
Receive information on non-stormwater discharge reports;	<input checked="" type="checkbox"/>						
Assure illicit discharges follow-up, elimination, and clean up are conducted.	<input checked="" type="checkbox"/>						
Provide staff with information on illicit discharge source identification and elimination status;	<input checked="" type="checkbox"/>						
Make sure required reporting is completed.	<input checked="" type="checkbox"/>						
Distribute information to management and elected officials about resources needed to implement the performance standards.	<input checked="" type="checkbox"/>						
Facilitate performance standards implementation.	<input checked="" type="checkbox"/>						
Share local activities/findings with ASC.	<input checked="" type="checkbox"/>						
Train appropriate maintenance and field staff to recognize illicit discharges and response procedures.	<input checked="" type="checkbox"/>						
Train staff assigned to conduct illicit discharge investigations.	<input checked="" type="checkbox"/>						
Develop map of outfalls.	<input checked="" type="checkbox"/>						
Develop maps of complete storm drain system for use to trace illicit discharges.	<input checked="" type="checkbox"/>						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
ILLICIT DISCHARGE CONTROL

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>City of Sausalito</b>							
<b>Conduct Field Screening</b>							
Identify evidence of illicit discharges while maintenance and field staff are conducting other routine work. Report any evidences of illicit discharges to Stormwater Coordinator.	<input checked="" type="checkbox"/>						
<b>Conduct Field Investigations</b>							
Verify whether an illicit discharge has occurred upon receiving information/ report of such. Initiate follow-up within 24 hours from receipt of report.	<input checked="" type="checkbox"/>						
Find source of illicit discharge and eliminate it. Trace source(s); record and maintain findings.	<input checked="" type="checkbox"/>						
Continue to inspect/follow-up illicit discharges until: source is found and eliminated or discharge has stopped and source cannot be traced.	<input checked="" type="checkbox"/>						
If agency identifies ≥3 illicit discharges in a fiscal year in an area served by major outfall(s), provide additional investigations in area served by outfall. Investigations to include 1+ of following:							
Periodic above-ground surveillance	<input checked="" type="checkbox"/>						
Additional business inspections	<input checked="" type="checkbox"/>						
Additional periodic investigations of outfalls, creeks, and open channels	<input checked="" type="checkbox"/>						
Additional targeted education outreach in area.	<input checked="" type="checkbox"/>						
<b>Follow-up To Field Screening and Investigations</b>							
<b>Follow-up activities:</b>							
When a party responsible for an illicit discharge is found, provide the party with: educational information about impacts, describing BMPs, local stormwater ordinance requirements, and options for proper discharge/disposal. If party not found, distribute educational materials to those in the immediate vicinity.	<input checked="" type="checkbox"/>						
Distribute appropriate educational and BMP information to business to which discharge has been traced.	<input checked="" type="checkbox"/>						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
ILLICIT DISCHARGE CONTROL

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>City of Sausalito</b>							
<b>Follow-up To Field Screening and Investigations - Continued</b>							
Begin enforcement procedures, if appropriate.	<input checked="" type="checkbox"/>						
Ensure that the goal of follow-up investigations is to stop the illicit discharge(s) as soon as practicable.	<input checked="" type="checkbox"/>						
<b>Procedures for Spill Prevention, Containment, and Response</b>							
Stormwater Coordinator will conduct or delegate the following:							
Investigate and record spill report/complaints.	<input checked="" type="checkbox"/>						
Become familiar with existing spill prevention, containment, response, and clean-up programs in the jurisdiction.	<input checked="" type="checkbox"/>						
Coordinate illicit discharge prevention, elimination, and clean-up activities with the spill prevention, containment, response, and clean-up programs.	<input checked="" type="checkbox"/>						
Establish a mechanism for obtaining information about spill incidents from other agencies and departments within the municipality so that source identification and follow-up activities can be coordinated.	<input checked="" type="checkbox"/>						
<b>Document and Report Completion</b>							
Document number and types of illicit discharge incidents reported and follow-up actions conducted (not including automobile accident fluid spills).	<input checked="" type="checkbox"/>						
Track number of screening points monitored; number of illicit discharges identified as part of outfall monitoring activities; number of illicit discharge reported by other agency staff and the public; and follow-up activities.	<input checked="" type="checkbox"/>						
<b>Alternative Approaches</b>							
Agency may develop and submit to the Regional Board an alternative illicit discharge control and elimination plan.				<input checked="" type="checkbox"/>	Not planning to submit an alternative plan.		

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of Sausalito</i>							
<b><i>Development Plan Review and Permitting</i></b>							
Have adequate legal authority to implement stormwater quality control measures for development, redevelopment, and construction activities as part of development plan review and approval process.	<input checked="" type="checkbox"/>						
Incorporate policies and implementation measures into the General Plan to help preserve and enhance water quality and protect sensitive areas. Adopt General Plan amendments as part of upcoming/current General Plan review cycle.	<input checked="" type="checkbox"/>						
Require environmental documents for projects under CEQA or NEPA review to address significant and cumulative stormwater quality impacts over the project life, and specific construction and post-construction mitigation measures.	<input checked="" type="checkbox"/>						
Require developers/owners/ builders to control stormwater quality impacts by using appropriate construction and permanent best management practices. Require projects with significant stormwater pollution potential to avoid, minimize, and mitigate the potential adverse impacts. Require developers/ owners/builders of projects with permanent structural stormwater controls to ensure ongoing operation and maintenance of the controls as part of project approval.	<input checked="" type="checkbox"/>						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of Sausalito</i>							
<b>Development Plan Review and Permitting (cont.)</b>							
Require developers/owners/ builders to control stormwater quality impacts of their projects by using appropriate BMPs during construction activities.	<input checked="" type="checkbox"/>						
Require developers/owners/ builders of projects with potential for significant erosion and planned construction activity during the wet season to prepare and implement an effective erosion and sediment control plan, or similar document, prior to the start of the wet season.	<input checked="" type="checkbox"/>						
Require developers/owners/ builders of projects that disturb land area of one acre or more to demonstrate coverage under the State NPDES Stormwater Construction General Permit (CGP).	<input checked="" type="checkbox"/>						
Ensure municipal capital improvement projects also include stormwater quality control measures during and after construction, as appropriate for each project.	<input checked="" type="checkbox"/>						
Require developers and owner/builders of projects that disturb a land area of one acre or more that have obtained coverage under the State Construction General Permit to submit a copy of NOI to keep on file.	<input checked="" type="checkbox"/>						
Consider adopting a model ordinance that would require site planning or design practices and/or post construction controls to protect water quality, such as the controls described in the <i>Start at the Source</i> (BASMAA, 1999) manual.	<input checked="" type="checkbox"/>						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of Sausalito</i>							
<b>Additional Erosion and Sediment Controls</b>							
Maintain an erosion and sediment control program that includes requirements for minimum BMPs, sufficient enforcement authority, training and tools for inspectors, and information for developers and contractors.	<input checked="" type="checkbox"/>						
As a condition for issuing a grading permit, require developers/owners/ builders to prepare, submit for review and approval, and implement an effective erosion and sediment control (ESC) plan or similar administrative document that contains ESC provisions.	<input checked="" type="checkbox"/>						
Consider adopting a model ordinance that would require site planning or design practices and/or post construction controls to protect water quality, such as the controls described in the Start at the Source (BASMAA, 1999) manual.	<input checked="" type="checkbox"/>						
<b>Construction Inspection</b>							
Through a construction inspection process, require construction contractors to properly store, use, and dispose of construction materials, chemicals, and wastes from construction sites and prevent illicit discharges to storm drains and watercourses.	<input checked="" type="checkbox"/>						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of Sausalito</i>							
<b>Construction Inspection (cont.)</b>							
Through the construction inspection process, for development projects with significant erosion potential, require that erosion and sediment control measures are implemented through a construction inspection process, in accordance with local ordinances and project COA's. Require measures to be maintained as needed during construction.	<input checked="" type="checkbox"/>						
Oversee the inspection of construction sites for adequacy of stormwater quality control measures on a regular basis, including inspection of permanent structural control measures. Base inspection frequency on: project's potential impact to stormwater quality; project size; site topography and soil characteristics; season in which construction phase occurs; and nature of construction activity.	<input checked="" type="checkbox"/>						
Require that each active construction site be stabilized prior to the beginning of the wet season to minimize erosion and discharges of sediment from disturbed areas. Oversee the inspection of these sites to make sure requirements are being met.	<input checked="" type="checkbox"/>						
During the wet season, oversee the inspection of all construction sites with ESC following each major storm event.	<input checked="" type="checkbox"/>						
<b>Education and Outreach</b>							
Train, at least annually, staff from planning, building, and other public works staff on planning procedures, policies, design guidelines, and BMPs for stormwater pollution prevention and control.	<input checked="" type="checkbox"/>						



**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS**

MUNICIPALITY NAME:

<i>City of Sausalito</i>	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b>Education and Outreach (cont.)</b>							
Train, at least annually, construction inspection staff on inspection procedures, documentation, and enforcement related to stormwater pollution prevention.	<input checked="" type="checkbox"/>						
Distribute appropriate educational and training materials to agency staff, contractors, construction site operators, developers, and owner/builders. Distribute information and guidance materials to developers/owners/builders early in the application or design review process, as appropriate.	<input checked="" type="checkbox"/>						
Distribute appropriate educational and outreach materials provided by the Regional Board to utility contractors seeking encroachment and/or grading permits from the municipality.	<input checked="" type="checkbox"/>						

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**INDUSTRIAL AND COMMERCIAL DISCHARGE CONTROLS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>City of Sausalito</b>							
<b>Targeting Inspections to Achieve the Most Benefit</b>							
Develop and update a business inspection plan describing:							
inspecting agency/department	<input checked="" type="checkbox"/>						
the agency/department conducting stormwater follow-up/enforcement	<input checked="" type="checkbox"/>						
how information will be coordinated among agencies/departments	<input checked="" type="checkbox"/>						
Priorities for inspecting businesses; identify target businesses with high discharge potential.	<input checked="" type="checkbox"/>						
Inspect and distribute appropriate BMP information to all businesses that impact stormwater quality at least once during <i>Action Plan</i> period (5 years).	<input checked="" type="checkbox"/>						
Inspect and distribute appropriate BMP information to target businesses within jurisdiction.	<input checked="" type="checkbox"/>						
Educate business owners and operators about stormwater pollution prevention, separate from the inspection program.	<input checked="" type="checkbox"/>						
Respond to complaints/ referrals concerning a facility.	<input checked="" type="checkbox"/>						
Reevaluate your agency's priorities for inspecting businesses and update business inspection plan as needed.	<input checked="" type="checkbox"/>						
<b>Preparing for Inspections</b>							
Train facility inspectors so that each inspector can conduct effective stormwater inspections.	<input checked="" type="checkbox"/>						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
INDUSTRIAL AND COMMERCIAL DISCHARGE CONTROLS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of Sausalito</i>							
<b>Preparing for Inspections (cont.)</b>							
Stormwater Coordinator will be responsible for being familiar with: stormwater regulations and requirements; impacts of non-stormwater discharges to water bodies; inspection techniques and procedures; follow-up and enforcement procedures; and stormwater BMPs. Stormwater Coordinator will obtain ongoing training to support inspection activities and program implementation.	<input checked="" type="checkbox"/>						
<b>Conducting Inspections</b>							
Inspectors review facility layout to locate storm drain system/ stormwater drainage path	<input checked="" type="checkbox"/>						
Inspectors review/inspect the following for potential to discharge pollutants or exposure to runoff:							
Outdoor process/ manufacturing areas	<input checked="" type="checkbox"/>						
Outdoor material storage areas	<input checked="" type="checkbox"/>						
Outdoor waste storage and disposal areas	<input checked="" type="checkbox"/>						
Outdoor vehicle and heavy equipment storage and maintenance areas	<input checked="" type="checkbox"/>						
Outdoor parking areas and access roads	<input checked="" type="checkbox"/>						
Outdoor wash areas	<input checked="" type="checkbox"/>						
Surface discharge outlets from rooftop equipment; and	<input checked="" type="checkbox"/>						
Outdoor drainage from indoor areas	<input checked="" type="checkbox"/>						
Inspectors notify Stormwater Coordinator of potential to discharge pollutants from non-stormwater discharges and pollutant exposure to stormwater from a business.	<input checked="" type="checkbox"/>						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**INDUSTRIAL AND COMMERCIAL DISCHARGE CONTROLS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>City of Sausalito</b>							
<b>Conducting Inspections (cont.)</b>							
When a business that impacts stormwater quality is identified, Stormwater Coordinator will conduct or delegate:							
Communicate stormwater requirements	<input checked="" type="checkbox"/>						
Distribute BMP information, educational materials, and referrals to facility representatives, and ask about employee training.	<input checked="" type="checkbox"/>						
Inform the facility representative of problems/violations found and discuss, establish a correction schedule, and follow up.	<input checked="" type="checkbox"/>						
Document and track inspection activities, follow-up, and enforcement activities for annual report.	<input checked="" type="checkbox"/>						
Stormwater Coordinator will conduct or delegate regular inspections of businesses with historical stormwater issues to ensure implementation of BMPs.	<input checked="" type="checkbox"/>						
<b>Achieving Facility Compliance</b>							
If problem identified during an inspection, perform a follow-up site visit or initiate a self-certification process where facility representative certifies in writing that the problem has been fixed.	<input checked="" type="checkbox"/>						
Begin enforcement procedures, if appropriate.	<input checked="" type="checkbox"/>						
<b>Alternative Approach</b>							
Agency may develop and submit for approval to the Regional Board an alternative industrial/commercial business inspection plan.				<input checked="" type="checkbox"/>	Not planning to submit an alternative plan.		

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**PUBLIC INFORMATION AND PARTICIPATION**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of Sausalito</i>							
<b>Coordination with Countywide Program Activities</b>							
The Stormwater Coordinator or a delegate will:							
stay informed about the programs and materials being developed by the Countywide Program by attending Agency Staff Committee meetings;	<input checked="" type="checkbox"/>						
distribute outreach and educational materials to appropriate audiences within the agency's jurisdictions. This includes, but is not limited to schools, volunteer committees, neighborhood community groups, and creek monitoring or other environmental groups.	<input checked="" type="checkbox"/>						
<b>Internal Communication and Training</b>							
<b>City Staff and Officials</b>							
Communicate MCSTOPPP information to stormwater staff and elected officials so they are informed about their role in implementing local and countywide programs.	<input checked="" type="checkbox"/>						
Train new employees.	<input checked="" type="checkbox"/>						
<b>Handling Public Telephone Calls</b>							
Establish procedure for routing stormwater calls to the appropriate staff for handling.	<input checked="" type="checkbox"/>						
Train local agency staff handling calls on established procedures.	<input checked="" type="checkbox"/>						
Promote use of one of the agency's phone numbers to facilitate public reporting of illicit discharges.	<input checked="" type="checkbox"/>						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**PUBLIC INFORMATION AND PARTICIPATION**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>City of Sausalito</i>							
<b>Storm Drain Stencils/Signs</b>							
Each agency will have a program installing stencils/signs on publicly owned storm drain inlets.	<input checked="" type="checkbox"/>						
Maintain signs sufficiently so that they are legible.	<input checked="" type="checkbox"/>						
<b>Coordination with Public Schools (K-12)</b>							
Distribute information about school based outreach and educational materials developed by the Countwide Program to public schools within the agency's jurisdiction (e.g. disseminating information on how to get copies of materials).	<input checked="" type="checkbox"/>						
<b>Local Community Outreach</b>							
Participated in at least three activities annually (agency representing over 50,000 people); two activities annually (agency representing between 5,000 and 50,000 people); or one activity annually (agency representing less than 5,000 people).	<input checked="" type="checkbox"/>						
Consider initiating and supporting a community outreach program.	<input checked="" type="checkbox"/>						
Agencies with creeks will support their local "friends" of the creek group or equivalent program.	<input checked="" type="checkbox"/>						

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

- Y = Yes
- N = No
- P = Partial
- NA = Not Applicable

1. Factors to consider in determining appropriateness include appropriate for local population, pollution sources, receiving water concerns, and integration with local management procedures.
2. Assessment Parameters are quantifiable measurements used to measure effectiveness towards achieving the statutory goal of reducing the discharge of pollutants to the maximum extent practicable.



# CITY OF SAUSALITO

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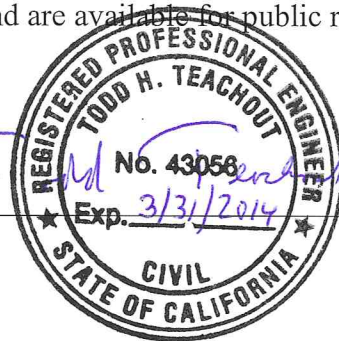
CERTIFICATION STATEMENT  
FOR  
2012-13 MCSTOPPP ANNUAL REPORT DELIVERABLE FORMS

CITY OF SAUSALITO

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 assure 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, to the best of my knowledge and belief, the information submitted is 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.

As required by the San Francisco Bay Regional Water Quality Control Board the local program stormwater reporting forms (performance standards tables), which report the status of each identified measurable goal, are included with the enclosed Annual Report Deliverable Forms. The local program stormwater reporting forms are also maintained and kept current in internal documentation binders. These reporting forms are kept on file at City of Sausalito, Department of Public Works, Engineering Division, 420 Litho Street, Sausalito, CA 94965 and are available for public review during normal business hours.

Todd Teachout  
City Engineer



June 30, 2013

Date

FAX NUMBERS:

Administration: (415) 289-4167

Recreation: (415) 289-4189

Community Development: (415) 339-2256

Library: (415) 331-7943

Public Works: (415) 289-4138

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
MUNICIPAL MAINTENANCE -- CORPORATION YARDS

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>Town of Tiburon</i>							
<b>General Standards/Training</b>							
Prepare and maintain a current SWPPP for each facility.	<input checked="" type="checkbox"/>						
Assign one person for each corp. yard to ensure BMPs are implemented.	<input checked="" type="checkbox"/>						
Prepare spill containment kits; store in appropriate locations. Conduct annual drills on how to use the kits.	<input checked="" type="checkbox"/>						
Stencil inlets to storm drainage system.	<input checked="" type="checkbox"/>						
Conduct annual facility surveys for performance standards compliance.	<input checked="" type="checkbox"/>						
Post performance standards guidance and BMPs in appropriate areas.	<input checked="" type="checkbox"/>						
Describe activities to educate staff regarding performance standards in annual report.	<input checked="" type="checkbox"/>						
Include stormwater performance standards in annual updates of other environmental management plans and review plans with facility users.	<input checked="" type="checkbox"/>						
<b>General Housekeeping</b>							
Dispose material removed from streets/storm drainage facilities often to eliminate exposure to rainwater and runoff.	<input checked="" type="checkbox"/>						
Sweep corp. yard at least monthly.	<input checked="" type="checkbox"/>						
Keep chemical storage areas neat and orderly	<input checked="" type="checkbox"/>						



MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
MUNICIPAL MAINTENANCE -- CORPORATION YARDS

MUNICIPALITY NAME:

<i>Town of Tiburon</i>	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
Stockpile materials away from streets, gutters, storm drain inlets, or water channels when possible.	<input checked="" type="checkbox"/>						
Inspect the yard at least monthly and during rain events to ensure there are no illicit discharges to the storm drain system.	<input checked="" type="checkbox"/>						
<b>Refuse Holding Area</b>							
Store material removed from storm drainage facilities/streets on concrete/impermeable pad in contained area. Liquids to sanitary sewer or evaporated. In rainy season, cover area.	<input checked="" type="checkbox"/>						
<b>Auxiliary Storage Areas/Yard</b>							
Store chemicals in appropriate areas.	<input checked="" type="checkbox"/>						
<b>Chemical Storage</b>							
Store paint, chemicals in approved covered containment area. Waste drums closed when not in use; correct labeling; protection from vandalism.	<input checked="" type="checkbox"/>						
If stored outside, keep containers in containment area with tight-fitting lids, preventing discharge to storm drain or contact with rain.	<input checked="" type="checkbox"/>						
Review Material Safety Data Sheets (MSDS) to ensure appropriate materials separation.	<input checked="" type="checkbox"/>						
Review Hazardous Materials Business Plan (HMBP) for requirements.	<input checked="" type="checkbox"/>						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
MUNICIPAL MAINTENANCE -- CORPORATION YARDS

MUNICIPALITY NAME:

Town of Tiburon	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b>Chemical Usage</b>							
Ensure safety equipment and spill containment kits readily accessible in chemical areas; inspect safety equipment.	<input checked="" type="checkbox"/>						
Review Material Safety Data Sheets for proper use.	<input checked="" type="checkbox"/>						
Minimize use of chemicals.	<input checked="" type="checkbox"/>						
Recycle/dispose of excess chemicals at approved locations.	<input checked="" type="checkbox"/>						
Ensure chemical containers have secure lids and transport properly.	<input checked="" type="checkbox"/>						
Properly remove soils contaminated with spilled materials.	<input checked="" type="checkbox"/>						
<b>A. Oil-based Paints.</b> Wipe oil-based paints from brushes; use filters, reuse thinners or dispose as hazardous waste.	<input checked="" type="checkbox"/>						
<b>B. Water-based Paints.</b> Rinse water-based paints out of brushes, discharge to sanitary sewer; dry excess paint to trash; otherwise hazardous waste or recycle.	<input checked="" type="checkbox"/>						
<b>C. Automotive Fluids.</b> Collect used automotive fluids; dispose or recycle appropriately.	<input checked="" type="checkbox"/>						
<b>D. Pesticides.</b> Follow California Department of Pesticide Regulations procedures for mixing, application, storage, and recycling requirements.	<input checked="" type="checkbox"/>						
Consider using IPM. Use least toxic methods. Avoid copper-based pesticides and diazinon.	<input checked="" type="checkbox"/>						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
MUNICIPAL MAINTENANCE -- CORPORATION YARDS

MUNICIPALITY NAME:

<i>Town of Tiburon</i>	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
Apply pesticides at appropriate times to minimize runoff.	<input checked="" type="checkbox"/>						
Mix only as much pesticides as needed. Do not mix or load pesticides near storm drains.	<input checked="" type="checkbox"/>						
<b>E. Solvent/Cleaning Solutions.</b> Properly recycle/dispose of used solvents/ chemicals.	<input checked="" type="checkbox"/>						
<b><i>Washing Vehicles/Equipment</i></b>							
Clean all vehicles/ equipment on designated wash pad areas that drain to sanitary sewer or recycle. Wash off-site if necessary.	<input checked="" type="checkbox"/>						
Ensure wash area & sump are large enough so all washwater drains to sanitary sewer or recycling system	<input checked="" type="checkbox"/>						
Visually monitor wash pad area.	<input checked="" type="checkbox"/>						
Consider assigning schedules for wash area use.	<input checked="" type="checkbox"/>						
<b><i>Fuel Dispensing Area</i></b>							
Store spill containment kits nearby; follow appropriate procedures, use dry cleaning methods if there is a spill.	<input checked="" type="checkbox"/>						
Train employees in proper fueling, cleaning, and spill response procedures. Conduct annual drills.	<input checked="" type="checkbox"/>						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
MUNICIPAL MAINTENANCE -- CORPORATION YARDS

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>Town of Tiburon</i>							
<b>Fuel Dispensing Area (Continued)</b>							
Install signs not to "top off" tanks.	<input checked="" type="checkbox"/>						
Discourage mobile fueling; establish designated areas for it.	<input checked="" type="checkbox"/>						
Consider covering fuel dispensing areas; no fueling over open ground. Implement Retail Gasoline Outlet BMPs.	<input checked="" type="checkbox"/>						
Design fueling area to prevent "run-on" of storm water and runoff of spills.	<input checked="" type="checkbox"/>						
<b>Fleet Maintenance/Vehicle Parking Areas</b>							
Regularly inspect equipment for leaks. Use drip pans; repair.	<input checked="" type="checkbox"/>						
Drain and replace fluids in covered shop area or where no connections to storm drains/watercourses or sanitary sewer. Select an easy-to-clean shop area.	<input checked="" type="checkbox"/>						
Dry sweep area periodically.	<input checked="" type="checkbox"/>						
Schedule outdoor repair activities for dry weather, if possible.	<input checked="" type="checkbox"/>						
Clean equipment regularly using proper collection and disposal methods when necessary	<input checked="" type="checkbox"/>						

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP Action Plan 2010.

NA = Not Applicable

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- LITTER CONTROL

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>Town of Tiburon</i>							
<b>Services</b>							
Provide adequate number of litter receptacles in commercial/other litter source areas.	<input checked="" type="checkbox"/>						
Pick up litter receptacles frequently to prevent/minimize spillage.	<input checked="" type="checkbox"/>						
Document/maintain monthly records for:							
Areas targeted for litter removal;	<input checked="" type="checkbox"/>						
Total amount of material removed.	<input checked="" type="checkbox"/>						
<b>Education and Enforcement</b>							
Encourage public education to include anti-littering message (composting/ remove & containerize waste/ sweep outdoor areas/ provide municipal green waste program).	<input checked="" type="checkbox"/>						
Encourage local law enforcement to post signs and enforce anti-littering laws, especially for vacant-lot owners.	<input checked="" type="checkbox"/>						
Label litter receptacles with anti-littering messages when possible.	<input checked="" type="checkbox"/>						
Encourage participation in/assist with Coastal Cleanup Day and Earth Day litter removals.	<input checked="" type="checkbox"/>						
Encourage maintenance crews to report any privately-owned abandoned, leaking vehicles.	<input checked="" type="checkbox"/>						
<b>Alternative Approaches</b>							
Agency may submit to Regional Board for approval an alternative litter control plan.				<input checked="" type="checkbox"/>	Not planning to submit an alternative plan.		

NA = Not Applicable

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**MUNICIPAL MAINTENANCE -- OPERATION & MAINTENANCE OF PUMP STATIONS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>Town of Tiburon</i>							
<b>Visual Inspections</b>							
Inspect wet wells or forebays 1/month during the dry season for oil spills or other noticeable pollutant discharge.				<input checked="" type="checkbox"/>	The Town does not maintain pump stations.		
Inspect wet wells or forebays 1/week during the wet season, for oil spills or other noticeable pollutant discharge.				<input checked="" type="checkbox"/>	The Town does not maintain pump stations.		
<b>Maximize Removal of Pollutants Prior to Discharge</b>							
Conduct at least one comprehensive cleaning of wet wells annually to remove sediment prior to the start of the rainy season to minimize sediment discharge.				<input checked="" type="checkbox"/>	The Town does not maintain pump stations.		
Have spill kit readily available if there is a large potential for pollutant discharge.				<input checked="" type="checkbox"/>	The Town does not maintain pump stations.		
Contain lubricants, fuel, and batteries to prevent accidental spills to wet wells.				<input checked="" type="checkbox"/>	The Town does not maintain pump stations.		
If spill reported/observed, try to remove material at nearest access point. As practical, shut down the pump station if the material may reach it. Prevent spill from discharging if possible.				<input checked="" type="checkbox"/>	The Town does not maintain pump stations.		
Track spills upstream to try to locate the source(s). Document spill incidents per illicit discharge program. Implement enforcement as appropriate.				<input checked="" type="checkbox"/>	The Town does not maintain pump stations.		
Store oil absorbent materials in appropriate maintenance vehicles.				<input checked="" type="checkbox"/>	The Town does not maintain pump stations.		
<b>Disposal</b>							
Dispose of screenings at a landfill, sediment where it will not enter storm drain or receiving waters through erosion, and oil-absorbed materials as hazardous waste.				<input checked="" type="checkbox"/>	The Town does not maintain pump stations.		

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**MUNICIPAL MAINTENANCE -- OPERATION & MAINTENANCE OF PUMP STATIONS**

MUNICIPALITY NAME:

<i>Town of Tiburon</i>	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b><i>Education/ Training</i></b>							
Educate all pump station maintenance personnel about the performance standards. Conduct at least one meeting/year to educate.				<input checked="" type="checkbox"/>	The Town does not maintain pump stations.		
Conduct drills as part of the training, as appropriate.				<input checked="" type="checkbox"/>	The Town does not maintain pump stations.		

NA = Not Applicable

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**MUNICIPAL MAINTENANCE -- ROAD REPAIR AND MAINTENANCE**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>Town of Tiburon</b>							
<b>General Practices</b>							
Schedule excavation and road maintenance activities for dry weather.	<input checked="" type="checkbox"/>						
Perform major equipment repairs, fueling, and maintenance at corp. yards.	<input checked="" type="checkbox"/>						
Recycle used oil, concrete, asphalt, etc..	<input checked="" type="checkbox"/>						
Train employees to use these performance standards annually.	<input checked="" type="checkbox"/>						
Distribute educational and outreach materials as appropriate to utility contractors seeking encroachment and/or grading permits.	<input checked="" type="checkbox"/>						
<b>Asphalt/Concrete Removal</b>							
Remove/recycle as much of old pavement as possible.	<input checked="" type="checkbox"/>						
Protect storm drain inlets before asphalt break-up; clean afterwards.	<input checked="" type="checkbox"/>						
Block/berm storm drain inlets during saw-cutting; immediately remove any slurry entering storm drain system.	<input checked="" type="checkbox"/>						
Remove saw-cut slurry before end of each day.	<input checked="" type="checkbox"/>						
<b>Patching and Resurfacing</b>							
No unprotected stockpiling of materials near storm drain inlets or creeks.	<input checked="" type="checkbox"/>						
Cover and seal manholes before applying sealants, etc.	<input checked="" type="checkbox"/>						
Never wash excess material from exposed aggregate concrete, etc. to storm drain; designate unpaved clean up area and proper material disposal area.	<input checked="" type="checkbox"/>						
Conserve dust control water to avoid runoff.	<input checked="" type="checkbox"/>						



**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**MUNICIPAL MAINTENANCE -- ROAD REPAIR AND MAINTENANCE**

MUNICIPALITY NAME:

<i>Town of Tiburon</i>	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
Sweep up as much material as possible and properly dispose; wash streets only if runoff is controlled/contained.	<input checked="" type="checkbox"/>						
Clean up all spills and leaks from equipment using "dry" methods. Properly remove contaminated soil; dispose of properly.	<input checked="" type="checkbox"/>						
After job is complete, remove stockpiles and other extras as soon as possible.	<input checked="" type="checkbox"/>						
Prevent pollution of storm water runoff around work areas if unexpected rain.	<input checked="" type="checkbox"/>						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**MUNICIPAL MAINTENANCE -- ROAD REPAIR AND MAINTENANCE**

MUNICIPALITY NAME:

Town of Tiburon	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b>Signing and Striping</b>							
Store spill absorbent materials on trucks.	<input checked="" type="checkbox"/>						
Contain, clean up, properly dispose of waste materials per MSDS (Material Safety Data Sheet).	<input checked="" type="checkbox"/>						
<b>Equipment Clean Up/Storage</b>							
Flush sprayer paint supply lines at corp. yards; clean up properly.	<input checked="" type="checkbox"/>						
Clean sprayers, patch and paving equipment at end of day; use approved collection and disposal methods.	<input checked="" type="checkbox"/>						
Cover sprayers, patch and paving equipment if they contain pollutants to prevent rainfall from transporting pollutants to storm drains.	<input checked="" type="checkbox"/>						

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- STORM DRAINAGE FACILITIES

MUNICIPALITY NAME:

<i>Town of Tiburon</i>	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b><i>Routine Inspection and Cleaning</i></b>							
Inspect and clean as necessary storm drainage facilities as directed, preferably, prior to rainy season, or alternate.	<input checked="" type="checkbox"/>						
When cleaning storm drains, remove maximum amount of material at nearest access point.	<input checked="" type="checkbox"/>						
<b><i>Record Keeping</i></b>							
Report amount of material removed when cleaning storm drainage facilities in monthly forms.	<input checked="" type="checkbox"/>						
Document and track spill incidents and coordinate with your illicit discharge control field surveys.	<input checked="" type="checkbox"/>						
Identify/target storm drain inlet areas requiring more frequent or alternative cleaning and/or public education efforts.	<input checked="" type="checkbox"/>						
<b><i>Spill Response</i></b>							
Maintenance staff makes appropriate phone calls if they suspect toxic or hazardous material spills.	<input checked="" type="checkbox"/>						
If non-hazardous, maint. Staff contains spill area immediately; cleans ASAP.	<input checked="" type="checkbox"/>						
Maintenance staff are aware of around-the-clock response/removal spill procedures for hazardous or unknown materials.	<input checked="" type="checkbox"/>						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 MUNICIPAL MAINTENANCE -- STORM DRAINAGE FACILITIES

MUNICIPALITY NAME:

<i>Town of Tiburon</i>	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b><i>Spill Response (Continued)</i></b>							
Establish response/removal spill procedure for after work hours for non-hazardous materials.	<input checked="" type="checkbox"/>						
Maintenance staff to coordinate with Stormwater Coordinator for appropriate follow-up response.	<input checked="" type="checkbox"/>						
Work with Fire and Police Departments to provide spill report copies to Stormwater Coordinators.	<input checked="" type="checkbox"/>						
<b><i>Disposal of Material</i></b>							
Store material removed from storm drainage facilities on impermeable surface (covered during rain) and drain wastewater to sanitary sewer; dispose at appropriate facility.	<input checked="" type="checkbox"/>						
<b><i>Alternative Approach</i></b>							
Agency may develop and submit to the Regional Board for approval an alternative storm drain facility pollution control plan.				<input checked="" type="checkbox"/>	Not planning to submit an alternative plan.		

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
MUNICIPAL MAINTENANCE -- STREET SWEEPING**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>Town of Tiburon</b>							
<b>Street Sweeping Frequency</b>							
Clean streets according to Action Plan 2010 schedule	<input checked="" type="checkbox"/>						
<b>Problems Associated with Efficient Street Cleaning</b>							
Getting Parked/Abandoned Vehicles Off Streets	<input checked="" type="checkbox"/>						
Maintain consistent sweeping schedule.	<input checked="" type="checkbox"/>						
Measures to keep curbed areas clear during cleaning.	<input checked="" type="checkbox"/>						
Removing leaves during leaf season	<input checked="" type="checkbox"/>						
Analyze alternatives; develop leaf removal program.	<input checked="" type="checkbox"/>						
Encourage residents to collect and compost leaves through green waste program or coordinate with local/regional composting program.	<input checked="" type="checkbox"/>						
Trees near streets	<input checked="" type="checkbox"/>						
Provide operators with resources to report trees interfering with cleaning.	<input checked="" type="checkbox"/>						
<b>Street Cleaning Operation to Maximize Pollutant Removal</b>							
Quality of clean streets: no dirt trails/debris.	<input checked="" type="checkbox"/>						
Check street cleaning equipment for proper adjustment.	<input checked="" type="checkbox"/>						
Operate equipment at manufacturer's specified speed.	<input checked="" type="checkbox"/>						
<b>Street Cleaning Maintenance to Maximize Pollution Removal</b>							
Regularly inspect and maintain equipment.	<input checked="" type="checkbox"/>						
Replace worn components as required to maximize efficiency.	<input checked="" type="checkbox"/>						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**MUNICIPAL MAINTENANCE -- STREET SWEEPING**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>Town of Tiburon</b>							
<b>Spill Response</b>							
Report spills observed on streets immediately.	<input checked="" type="checkbox"/>						
Respond to spills per Storm Drain Facility Performance Standards	<input checked="" type="checkbox"/>						
<b>Record Keeping</b>							
Track cleaning mileage.	<input checked="" type="checkbox"/>						
Track volume or weight of material removed each cleaning day.	<input checked="" type="checkbox"/>						
Report number of curb miles swept in monthly forms.	<input checked="" type="checkbox"/>						
Identify and target areas for:							
more frequent cleaning	<input checked="" type="checkbox"/>						
efforts to remove vehicles.	<input checked="" type="checkbox"/>						
education efforts to discourage illegal dumping, etc.	<input checked="" type="checkbox"/>						
Document/track areas where spills were reported and coordinate with agency's illicit discharge control field surveys.	<input checked="" type="checkbox"/>						
<b>Contract Sweepers</b>							
Specify in contracts that compliance with these performance standards will be achieved.	<input checked="" type="checkbox"/>						
Specify in contracts that back up equipment must be available.	<input checked="" type="checkbox"/>						
Specify in contracts that all record keeping information will be provided.	<input checked="" type="checkbox"/>						
<b>Education /Training</b>							
Train staff and contractors annually to identify and report illicit discharges.	<input checked="" type="checkbox"/>						
Train staff and contractors to comply with street sweeping performance standards.	<input checked="" type="checkbox"/>						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**MUNICIPAL MAINTENANCE -- STREET SWEEPING**

MUNICIPALITY NAME:

<i>Town of Tiburon</i>	<b>Implemented?</b>						
<b>Performance Standard</b>	<b>Yes</b>	<b>No</b>	<b>Partial</b>	<b>NA</b>	<b>If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.</b>	<b>If "No" or "Partial" Indicate your Schedule for Full Compliance</b>	<b>Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule</b>

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**ILLICIT DISCHARGE CONTROL**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<i>Town of Tiburon</i>							
<b>Prepare for Illicit Discharge Screening and Investigations</b>							
Stormwater Coordinator conducts or delegates the following:							
Receive information on non-stormwater discharge reports;	<input checked="" type="checkbox"/>						
Assure illicit discharges follow-up, elimination, and clean up are conducted.	<input checked="" type="checkbox"/>						
Provide staff with information on illicit discharge source identification and elimination status;	<input checked="" type="checkbox"/>						
Make sure required reporting is completed.	<input checked="" type="checkbox"/>						
Distribute information to management and elected officials about resources needed to implement the performance standards.	<input checked="" type="checkbox"/>						
Facilitate performance standards implementation.	<input checked="" type="checkbox"/>						
Share local activities/findings with ASC.	<input checked="" type="checkbox"/>						
Train appropriate maintenance and field staff to recognize illicit discharges and response procedures.	<input checked="" type="checkbox"/>						
Train staff assigned to conduct illicit discharge investigations.	<input checked="" type="checkbox"/>						
Develop map of outfalls.	<input checked="" type="checkbox"/>						



MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**ILLICIT DISCHARGE CONTROL**

MUNICIPALITY NAME:

<i>Town of Tiburon</i>	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
Develop maps of complete storm drain system for use to trace illicit discharges.	<input checked="" type="checkbox"/>						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**ILLICIT DISCHARGE CONTROL**

MUNICIPALITY NAME:

Town of Tiburon	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b>Conduct Field Screening</b>							
Identify evidence of illicit discharges while maintenance and field staff are conducting other routine work. Report any evidences of illicit discharges to Stormwater Coordinator.	<input checked="" type="checkbox"/>						
<b>Conduct Field Investigations</b>							
Verify whether an illicit discharge has occurred upon receiving information/ report of such. Initiate follow-up within 24 hours from receipt of report.	<input checked="" type="checkbox"/>						
Find source of illicit discharge and eliminate it. Trace source(s); record and maintain findings.	<input checked="" type="checkbox"/>						
Continue to inspect/follow-up illicit discharges until: source is found and eliminated or discharge has stopped and source cannot be traced.	<input checked="" type="checkbox"/>						
If agency identifies $\geq 3$ illicit discharges in a fiscal year in an area served by major outfall(s), provide additional investigations in area served by outfall. Investigations to include 1+ of following:							
Periodic above-ground surveillance	<input checked="" type="checkbox"/>						
Additional business inspections	<input checked="" type="checkbox"/>						
Additional periodic investigations of outfalls, creeks, and open channels	<input checked="" type="checkbox"/>						
Additional targeted education outreach in area.	<input checked="" type="checkbox"/>						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**ILLICIT DISCHARGE CONTROL**

MUNICIPALITY NAME:

<i>Town of Tiburon</i>	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b><i>Follow-up To Field Screening and Investigations</i></b>							
<b>Follow-up activities:</b>							
When a party responsible for an illicit discharge is found, provide the party with: educational information about impacts, describing BMPs, local stormwater ordinance requirements, and options for proper discharge/disposal. If party not found, distribute educational materials to those in the immediate vicinity.	<input checked="" type="checkbox"/>						
Distribute appropriate educational and BMP information to business to which discharge has been traced.	<input checked="" type="checkbox"/>						
<b><i>Follow-up To Field Screening and Investigations - Continued</i></b>							
Begin enforcement procedures, if appropriate.	<input checked="" type="checkbox"/>						
Ensure that the goal of follow-up investigations is to stop the illicit discharge(s) as soon as practicable.	<input checked="" type="checkbox"/>						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**ILLICIT DISCHARGE CONTROL**

MUNICIPALITY NAME:

Town of Tiburon	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b><i>Procedures for Spill Prevention, Containment, and Response</i></b>							
Stormwater Coordinator will conduct or delegate the following:							
Investigate and record spill report/complaints.	<input checked="" type="checkbox"/>						
Become familiar with existing spill prevention, containment, response, and clean-up programs in the jurisdiction.	<input checked="" type="checkbox"/>						
Coordinate illicit discharge prevention, elimination, and clean-up activities with the spill prevention, containment, response, and clean-up programs.	<input checked="" type="checkbox"/>						
Establish a mechanism for obtaining information about spill incidents from other agencies and departments within the municipality so that source identification and follow-up activities can be coordinated.	<input checked="" type="checkbox"/>						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**ILLICIT DISCHARGE CONTROL**

MUNICIPALITY NAME:

<i>Town of Tiburon</i>	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b><i>Document and Report Completion</i></b>							
Document number and types of illicit discharge incidents reported and follow-up actions conducted (not including automobile accident fluid spills).	<input checked="" type="checkbox"/>						
Track number of screening points monitored; number of illicit discharges identified as part of outfall monitoring activities; number of illicit discharge reported by other agency staff and the public; and follow-up activities.	<input checked="" type="checkbox"/>						
<b><i>Alternative Approaches</i></b>							
Agency may develop and submit to the Regional Board an alternative illicit discharge control and elimination plan.				<input checked="" type="checkbox"/>	Not planning to submit an alternative plan.		

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS

MUNICIPALITY NAME:

Town of Tiburon							
Performance Standard	Yes	No	Partial	NA	If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	<b>Development Plan Review and Permitting</b>						
Have adequate legal authority to implement stormwater quality control measures for development, redevelopment, and construction activities as part of development plan review and approval process.	<input checked="" type="checkbox"/>						
Incorporate policies and implementation measures into the General Plan to help preserve and enhance water quality and protect sensitive areas. Adopt General Plan amendments as part of upcoming/current General Plan review cycle.	<input checked="" type="checkbox"/>						
Require environmental documents for projects under CEQA or NEPA review to address significant and cumulative stormwater quality impacts over the project life, and specific construction and post-construction mitigation measures.	<input checked="" type="checkbox"/>						
Require developers/owners/ builders to control stormwater quality impacts by using appropriate construction and permanent best management practices. Require projects with significant stormwater pollution potential to avoid, minimize, and mitigate the potential adverse impacts. Require developers/ owners/builders of projects with permanent structural stormwater controls to ensure ongoing operation and maintenance of the controls as part of project approval.	<input checked="" type="checkbox"/>						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS

MUNICIPALITY NAME:

Town of Tiburon							
Performance Standard	Yes	No	Partial	NA	If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	<b>Development Plan Review and Permitting (cont.)</b>						
Require developers/owners/ builders to control stormwater quality impacts of their projects by using appropriate BMPs during construction activities.	<input checked="" type="checkbox"/>						
Require developers/owners/ builders of projects with potential for significant erosion and planned construction activity during the wet season to prepare and implement an effective erosion and sediment control plan, or similar document, prior to the start of the wet season.	<input checked="" type="checkbox"/>						
Require developers/owners/ builders of projects that disturb land area of one acre or more to demonstrate coverage under the State NPDES Stormwater Construction General Permit (CGP).	<input checked="" type="checkbox"/>						
Ensure municipal capital improvement projects also include stormwater quality control measures during and after construction, as appropriate for each project.	<input checked="" type="checkbox"/>						
Require developers and owner/builders of projects that disturb a land area of one acre or more that have obtained coverage under the State Construction General Permit to submit a copy of NOI to keep on file.	<input checked="" type="checkbox"/>						
Consider adopting a model ordinance that would require site planning or design practices and/or post construction controls to protect water quality, such as the controls described in the <i>Start at the Source</i> (BASMAA, 1999) manual.	<input checked="" type="checkbox"/>						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS

MUNICIPALITY NAME:

Town of Tiburon							
Performance Standard	Yes	No	Partial	NA	If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
<b>Additional Erosion and Sediment Controls</b>							
Maintain an erosion and sediment control program that includes requirements for minimum BMPs, sufficient enforcement authority, training and tools for inspectors, and information for developers and contractors.	<input checked="" type="checkbox"/>						
As a condition for issuing a grading permit, require developers/owners/ builders to prepare, submit for review and approval, and implement an effective erosion and sediment control (ESC) plan or similar administrative document that contains ESC provisions.	<input checked="" type="checkbox"/>						
Consider adopting a model ordinance that would require site planning or design practices and/or post construction controls to protect water quality, such as the controls described in the Start at the Source (BASMAA, 1999) manual.	<input checked="" type="checkbox"/>						
<b>Construction Inspection</b>							
Through a construction inspection process, require construction contractors to properly store, use, and dispose of construction materials, chemicals, and wastes from construction sites and prevent illicit discharges to storm drains and watercourses.	<input checked="" type="checkbox"/>						



MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS

MUNICIPALITY NAME:

Town of Tiburon							
Performance Standard	Yes	No	Partial	NA	If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
<b>Construction Inspection (cont.)</b>							
Through the construction inspection process, for development projects with significant erosion potential, require that erosion and sediment control measures are implemented through a construction inspection process, in accordance with local ordinances and project COA's. Require measures to be maintained as needed during construction.	<input checked="" type="checkbox"/>						
Oversee the inspection of construction sites for adequacy of stormwater quality control measures on a regular basis, including inspection of permanent structural control measures. Base inspection frequency on: project's potential impact to stormwater quality; project size; site topography and soil characteristics; season in which construction phase occurs; and nature of construction activity.	<input checked="" type="checkbox"/>						
Require that each active construction site be stabilized prior to the beginning of the wet season to minimize erosion and discharges of sediment from disturbed areas. Oversee the inspection of these sites to make sure requirements are being met.	<input checked="" type="checkbox"/>						
During the wet season, oversee the inspection of all construction sites with ESC following each major storm event.	<input checked="" type="checkbox"/>						
<b>Education and Outreach</b>							
Train, at least annually, staff from planning, building, and other public works staff on planning procedures, policies, design guidelines, and BMPs for stormwater pollution prevention and control.	<input checked="" type="checkbox"/>						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
 NEW DEVELOPMENT AND CONSTRUCTION SITE CONTROLS

MUNICIPALITY NAME:

Town of Tiburon							
Performance Standard	Yes	No	Partial	NA	If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	<b>Education and Outreach (cont.)</b>						
Train, at least annually, construction inspection staff on inspection procedures, documentation, and enforcement related to stormwater pollution prevention.	<input checked="" type="checkbox"/>						
Distribute appropriate educational and training materials to agency staff, contractors, construction site operators, developers, and owner/builders. Distribute information and guidance materials to developers/owners/builders early in the application or design review process, as appropriate.	<input checked="" type="checkbox"/>						
Distribute appropriate educational and outreach materials provided by the Regional Board to utility contractors seeking encroachment and/or grading permits from the municipality.	<input checked="" type="checkbox"/>						

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

NA = Not Applicable

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**INDUSTRIAL AND COMMERCIAL DISCHARGE CONTROLS**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>Town of Tiburon</b>							
<b>Targeting Inspections to Achieve the Most Benefit</b>							
Develop and update a business inspection plan describing:							
inspecting agency/department	<input checked="" type="checkbox"/>						
the agency/department conducting stormwater follow-up/enforcement	<input checked="" type="checkbox"/>						
how information will be coordinated among agencies/departments	<input checked="" type="checkbox"/>						
Priorities for inspecting businesses; identify target businesses with high discharge potential.	<input checked="" type="checkbox"/>						
Inspect and distribute appropriate BMP information to all businesses that impact stormwater quality at least once during <i>Action Plan</i> period (5 years).	<input checked="" type="checkbox"/>						
Inspect and distribute appropriate BMP information to target businesses within jurisdiction.	<input checked="" type="checkbox"/>						
Educate business owners and operators about stormwater pollution prevention, separate from the inspection program.	<input checked="" type="checkbox"/>						
Respond to complaints/ referrals concerning a facility.	<input checked="" type="checkbox"/>						
Reevalute your agency's priorities for inspecting businesses and update business inspection plan as needed.	<input checked="" type="checkbox"/>						
<b>Preparing for Inspections</b>							
Train facility inspectors so that each inspector can conduct effective stormwater inspections.	<input checked="" type="checkbox"/>						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**INDUSTRIAL AND COMMERCIAL DISCHARGE CONTROLS**

MUNICIPALITY NAME:

Town of Tiburon	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b>Preparing for Inspections (cont.)</b>							
Stormwater Coordinator will be responsible for being familiar with: stormwater regulations and requirements; impacts of non-stormwater discharges to water bodies; inspection techniques and procedures; follow-up and enforcement procedures; and stormwater BMPs. Stormwater Coordinator will obtain ongoing training to support inspection activities and program implementation.	<input checked="" type="checkbox"/>						
<b>Conducting Inspections</b>							
Inspectors review facility layout to locate storm drain system/ stormwater drainage path	<input checked="" type="checkbox"/>						
Inspectors review/inspect the following for potential to discharge pollutants or exposure to runoff:							
Outdoor process/ manufacturing areas	<input checked="" type="checkbox"/>						
Outdoor material storage areas	<input checked="" type="checkbox"/>						
Outdoor waste storage and disposal areas	<input checked="" type="checkbox"/>						
Outdoor vehicle and heavy equipment storage and maintenance areas	<input checked="" type="checkbox"/>						
Outdoor parking areas and access roads	<input checked="" type="checkbox"/>						
Outdoor wash areas	<input checked="" type="checkbox"/>						
Surface discharge outlets from rooftop equipment; and	<input checked="" type="checkbox"/>						
Outdoor drainage from indoor areas	<input checked="" type="checkbox"/>						

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
INDUSTRIAL AND COMMERCIAL DISCHARGE CONTROLS**

MUNICIPALITY NAME:

<i>Town of Tiburon</i>	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
Inspectors notify Stormwater Coordinator of potential to discharge pollutants from non-stormwater discharges and pollutant exposure to stormwater from a business.	<input checked="" type="checkbox"/>						

MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
**INDUSTRIAL AND COMMERCIAL DISCHARGE CONTROLS**

MUNICIPALITY NAME:

Town of Tiburon	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
Performance Standard	Yes	No	Partial	NA			
<b>Conducting Inspections (cont.)</b>							
When a business that impacts stormwater quality is identified, Stormwater Coordinator will conduct or delegate:							
Communicate stormwater requirements	<input checked="" type="checkbox"/>						
Distribute BMP information, educational materials, and referrals to facility representatives, and ask about employee training.	<input checked="" type="checkbox"/>						
Inform the facility representative of problems/violations found and discuss, establish a correction schedule, and follow up.	<input checked="" type="checkbox"/>						
Document and track inspection activities, follow-up, and enforcement activities for annual report.	<input checked="" type="checkbox"/>						
Stormwater Coordinator will conduct or delegate regular inspections of businesses with historical stormwater issues to ensure implementation of BMPs.	<input checked="" type="checkbox"/>						
<b>Achieving Facility Compliance</b>							
If problem identified during an inspection, perform a follow-up site visit or initiate a self-certification process where facility representative certifies in writing that the problem has been fixed.	<input checked="" type="checkbox"/>						
Begin enforcement procedures, if appropriate.	<input checked="" type="checkbox"/>						
<b>Alternative Approach</b>							
Agency may develop and submit for approval to the Regional Board an alternative industrial/commercial business inspection plan.				<input checked="" type="checkbox"/>	Not planning to submit an alternative plan.		

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)  
INDUSTRIAL AND COMMERCIAL DISCHARGE CONTROLS**

MUNICIPALITY NAME:

<i>Town of Tiburon</i>	<b>Implemented?</b>						
<b>Performance Standard</b>	Yes	No	Partial	NA	If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule

NA = Not Applicable

**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**PUBLIC INFORMATION AND PARTICIPATION**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>Town of Tiburon</b>							
<b>Coordination with Countywide Program Activities</b>							
The Stormwater Coordinator or a delegate will:							
stay informed about the programs and materials being developed by the Countywide Program by attending Agency Staff Committee meetings;	<input checked="" type="checkbox"/>						
distribute outreach and educational materials to appropriate audiences within the agency's jurisdictions. This includes, but is not limited to schools, volunteer committees, neighborhood community groups, and creek monitoring or other environmental groups.	<input checked="" type="checkbox"/>						
<b>Internal Communication and Training</b>							
<b>City Staff and Officials</b>							
Communicate MCSTOPPP information to stormwater staff and elected officials so they are informed about their role in implementing local and countywide programs.	<input checked="" type="checkbox"/>						
Train new employees.	<input checked="" type="checkbox"/>						
<b>Handling Public Telephone Calls</b>							
Establish procedure for routing stormwater calls to the appropriate staff for handling.	<input checked="" type="checkbox"/>						
Train local agency staff handling calls on established procedures.	<input checked="" type="checkbox"/>						
Promote use of one of the agency's phone numbers to facilitate public reporting of illicit discharges.	<input checked="" type="checkbox"/>						



**MARIN COUNTY STORMWATER POLLUTION PREVENTION PROGRAM PERFORMANCE STANDARD MATRIX (FY 2012/2013)**  
**PUBLIC INFORMATION AND PARTICIPATION**

MUNICIPALITY NAME:

Performance Standard	Implemented?				If "No" or "Partial", Indicate your Compliance Efforts. If "NA", Provide Explanation.	If "No" or "Partial" Indicate your Schedule for Full Compliance	Discuss any Planned Changes to Improve Effectiveness for Future Years and Provide Schedule
	Yes	No	Partial	NA			
<b>Town of Tiburon</b>							
<b>Storm Drain Stencils/Signs</b>							
Each agency will have a program installing stencils/signs on publicly owned storm drain inlets.	<input checked="" type="checkbox"/>						
Maintain signs sufficiently so that they are legible.	<input checked="" type="checkbox"/>						
<b>Coordination with Public Schools (K-12)</b>							
Distribute information about school based outreach and educational materials developed by the Countwide Program to public schools within the agency's jurisdiction (e.g. disseminating information on how to get copies of materials).	<input checked="" type="checkbox"/>						
<b>Local Community Outreach</b>							
Participated in at least three activities annually (agency representing over 50,000 people); two activities annually (agency representing between 5,000 and 50,000 people); or one activity annually (agency representing less than 5,000 people).	<input checked="" type="checkbox"/>						
Consider initiating and supporting a community outreach program.	<input checked="" type="checkbox"/>						
Agencies with creeks will support their local "friends" of the creek group or equivalent program.				<input checked="" type="checkbox"/>	The Town of Tiburon does not have any creeks in its jurisdiction.		

Notes: Full descriptions of the performance standards may be found in Appendix A of the MCSTOPPP's Action Plan 2010.

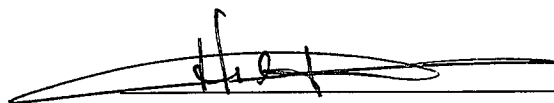
- Y = Yes
- N = No
- P = Partial
- NA = Not Applicable

1. Factors to consider in determining appropriateness include appropriate for local population, pollution sources, receiving water concerns, and integration with local management procedures.
2. Assessment Parameters are quantifiable measurements used to measure effectiveness towards achieving the statutory goal of reducing the discharge of pollutants to the maximum extent practicable.

CERTIFICATION STATEMENT  
FOR  
2012-13 MCSTOPPP ANNUAL REPORT DELIVERABLE FORMS  
  
TOWN OF TIBURON

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 assure 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, to the best of my knowledge and belief, the information submitted is 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.

As required by the San Francisco Bay Regional Water Quality Control Board the local program stormwater reporting forms (performance standards tables), which report the status of each identified measurable goal, are included with the enclosed Annual Report Deliverable Forms. The local program stormwater reporting forms are also maintained and kept current in internal documentation binders. These reporting forms are kept on file at the Public Works Department, Tiburon Town Hall, 1505 Tiburon Blvd. Tiburon, CA 94920 and are available for public review during normal business hours.



Nicholas T. Nguyen, P.E.  
Director of Public Works / Town Engineer

6/28/13

Date

## **APPENDIX A**

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A-1: MCSTOPPP Fiscal Year 2012-2013 Budget

A-2: Proposed MCSTOPPP Fiscal Year 2013-2014 Budget

A-3: Revised MCSTOPPP Fiscal Year 2013-2014 Budget

**APPENDIX A-1: MCSTOPPP FISCAL YEAR 2012-2013 BUDGET**

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Detail by Revenue Category and Expenditure Object	2010-11 Actual	2011-12 Estimated	2012-13 Recommended	2012-13 Adopted by the Board of Supervisors
1	2	3	4	5

**25025 MCStrmwtrPolutPrvPrg**

<b>Revenue</b>				
Use of Money and Property	0	1,882	2,000	2,000
Intergovernmental Revenues	0	140,802	0	0
Charges for Services	0	550,000	550,000	550,000
Other Financing Sources	0	9,441	8,000	8,000
<b>Total for Revenue</b>	<b>0</b>	<b>702,124</b>	<b>560,000</b>	<b>560,000</b>
<b>Expenditures / Appropriations</b>				
Services and Supplies	0	246,980	364,976	364,976
Inter-fund Expense	0	360,033	373,699	373,699
<b>Total for Expenditures / Appropriations</b>	<b>0</b>	<b>607,013</b>	<b>738,675</b>	<b>738,675</b>
<b>Net Cost</b>	<b>0</b>	<b>95,111</b>	<b>(178,675)</b>	<b>(178,675)</b>

**APPENDIX A-2: PROPOSED MCSTOPPP FISCAL YEAR 2013-2014 BUDGET**

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FY 2013-2014 Proposed Budget							
MCSTOPPP							
MCSTOPPP FUND 25025							
Budget Summary							
Account Program Code	Account Category	Accounting Description	FY 11-12 Adopted Budget	FY 11-12 Actuals	FY 12-13 Adopted Budget	FY 12-13 Projected	FY 13-14 Proposed
6171011000		<b>MCSTOPPP Fund Center Beginning Balance</b>	<b>\$440,221</b>	<b>\$543,839</b>	<b>\$406,572</b>	<b>\$571,792</b>	<b>\$433,830</b>
	<b>Expenses</b>						
5510263		Salaries and Benefits	\$330,000	\$331,035	\$340,603	\$340,603	\$350,000
5200000		Services and Supplies	\$444,550	\$190,270	\$333,200	\$350,259	\$359,950
5510700		Indirect Overhead - Departmental Charge	\$11,500	\$11,364	\$11,500	\$11,500	\$11,500
5510190		Interfund Print Services		\$700			
		<b>Total Expenditures</b>	<b>\$786,050</b>	<b>\$533,369</b>	<b>\$685,303</b>	<b>\$702,362</b>	<b>\$721,450</b>
	<b>Revenue</b>						
4240322		Municipality Contribution	\$550,000	\$550,000	\$550,000	\$550,000	\$550,000
4410125		Interest	\$5,000	\$1,882	\$2,000	\$900	\$900
4710642		Miscellaneous Revenue (partners, registrations)	\$5,500	\$9,441	\$8,000	\$13,500	\$7,000
		<b>Total Revenue before Used Oil Block Grant Acct Transfer</b>					<b>\$557,900</b>
4810110		Transfers In (12-13: Used Oil Block Grant Account balance)					\$153,468
		<b>Total Revenue</b>	<b>\$560,500</b>	<b>\$561,323</b>	<b>\$560,000</b>	<b>\$564,400</b>	<b>\$711,368</b>
6171011000		<b>MCSTOPPP Fund Center Balance Ending</b>	<b>\$214,671</b>	<b>\$571,792</b>	<b>\$281,269</b>	<b>\$433,830</b>	<b>\$423,748</b>
Services & Supplies Expenditures Detail							
5210100	<b>Professional Services - Carry Forward</b>			<b>\$46,633</b>	<b>\$0</b>	<b>\$25,071</b>	<b>\$0</b>
		Stormwater Consultant Contract (EOA): FYs 09-10 & 10-11		\$45,633			
		Riparian Restoration/SWPP Education (STRAW): FY 09-10		\$1,000			
		Stormwater Consultant Contract (EOA): FY 11-12				\$23,908	
		Debi Tidd Contract - OWOW: FY 11-12				\$1,163	
5210100	<b>Professional Services</b>		<b>\$328,700.00</b>	<b>\$41,333.05</b>	<b>\$209,000.00</b>	<b>\$203,175.25</b>	<b>\$240,000.00</b>
		Direct Program Expenses - professional services					
		• Audit					
		• Bay-Friendly professional landscaper training series					
		• Schools outreach & education - STRAW restoration projects					
		• Workshops - technical or general public					
		• MCSTOPPP calendar					
		• Our Water Our World - pesticide use reduction					
		• Publication development	\$53,700	\$40,341	\$49,000	\$43,175	\$40,000
		Stormwater Consultant Contracts - new permit planning and implementation, including annual reporting assistance	\$210,000	\$0	\$160,000	\$110,000	\$200,000
		Stormwater Consultant Contract - current (2003) permit	\$65,000	\$992		\$50,000	\$0.00
		• Annual Reports & Technical/Regulatory Assistance					
5210700	<b>Communication Services (cell phones)</b>		<b>\$400</b>	<b>\$560</b>	<b>\$1,000</b>	<b>\$1,000</b>	<b>\$1,000</b>
5210900	<b>GIS Maintenance (M &amp; R Services)</b>		<b>\$250</b>	<b>\$719</b>	<b>\$800</b>	<b>\$586</b>	<b>\$600</b>

FY 2013-2014 Proposed Budget							
MCSTOPPP							
MCSTOPPP FUND 25025							
Budget Summary							
Account Program Code	Account Category	Accounting Description	FY 11-12 Adopted Budget	FY 11-12 Actuals	FY 12-13 Adopted Budget	FY 12-13 Projected	FY 13-14 Proposed
5211200	Storage Unit (Rent)		\$800	\$848	\$800	\$850	\$850
5211300	Professional Development Expense		\$500	\$364	\$900	\$900	\$1,000
5211400	Travel		\$400	\$1,458	\$500	\$1,000	\$1,000
5211500	Miscellaneous Services		\$23,000	\$12,347	\$28,500	\$27,703	\$27,000
		Printing	\$19,000	\$2,348	\$25,000	\$21,658	\$20,000
		Miscellaneous Services (venue rental, catering, events, TMDL)	\$4,000	\$9,999	\$3,500	\$6,045	\$7,000
5211600	Countywide Dues and Memberships		\$81,000	\$79,552	\$81,200	\$80,174	\$81,500
		BASMAA	\$13,500	\$12,854	\$13,200	\$12,743	\$13,000
		Regional Monitoring Program (SFEI)	\$56,000	\$55,572	\$56,700	\$56,305	\$57,000
		North Bay Watershed Association	\$6,000	\$5,626	\$5,800	\$5,626	\$6,000
		CASQA	\$5,500	\$5,500	\$5,500	\$5,500	\$5,500
5211800	Contribution to Other Government		\$500	\$0	\$0	\$3,000	\$0
5220100	Office Supplies		\$4,000	\$2,456	\$4,000	\$3,000	\$3,000
5220200	Computer Software (Maint & Repair Supplies - Equipt)					\$300	\$500
5220800	Miscellaneous Supplies		\$5,000	\$3,999	\$3,500	\$3,500	\$3,500
		<b>Subtotal Services and Supplies - No Carry Forward</b>		\$143,637	\$330,200	\$325,188	\$359,950
		<b>Total Services &amp; Supplies with Carry Forward</b>		\$190,270	\$330,200	\$350,259	\$359,950



**APPENDIX A-3: REVISED MCSTOPPP FISCAL YEAR 2013-2014 BUDGET**

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**Marin County Department of Public Works**  
**P.O. Box 4186 San Rafael, CA 94913-4186**  
**Tel. (415) 473-6528 Fax (415) 473-3799**  
**[www.mcstoppp.org](http://www.mcstoppp.org)**

**Member Agencies:**

Date: July 11, 2013

**Belvedere**

To: Marin General Services Authority (MGSA) Board of Directors

From: Terri Fashing, Program Manager

**Corte Madera**

RE: Revised MCSTOPPP Fiscal Year (FY) 2013-2014 Budget and Five-Year Municipal Contribution Estimates

**County of Marin**

Recommendation: Receive report and recommend adoption of the Revised MCSTOPPP FY 2013-2014 Budget to the Marin County Flood Control and Water Conservation District Board of Supervisors

**Fairfax**

**Larkspur**

### **Introduction**

**Mill Valley**

Thank you for your continued support of MCSTOPPP and this opportunity to present a Revised FY 2013-2014 budget. We're pleased to report that MCSTOPPP assisted all 12 municipalities in Marin to successfully submit their Phase II Municipal Stormwater Permit (Phase II Permit) applications. We're looking forward to the next five years of collaborative and cost-effective permit implementation in partnership with MCSTOPPP's member agencies.

**Novato**

**Ross**

**San Anselmo**

### **FY 13-14 Budget Amendment Request**

**San Rafael**

We request an amendment to the FY 13-14 MCSTOPPP budget, adopted by the County of Marin's Board of Supervisors on June 20, 2013 and recommended by your Board on January 10, 2013. We need the budget increase in order to implement the Countywide Mapping and Outfall Monitoring Compliance Project and to cover additional implementation costs. The proposed revised FY 13-14 budget will allow MCSTOPPP to continue implementing existing requirements and to develop required procedures, plans and a public outreach strategy. We will also complete a new development guidance manual and model ordinance language. These cost-effective countywide MCSTOPPP work products will assist Marin's municipalities with permit compliance in FY 13-14.

**Sausalito**

**Tiburon**

The proposed revised MCSTOPPP budget for FY 13-14 of \$812,244 is funded by the FY 13-14 MCSTOPPP municipal contribution of \$550,000, miscellaneous revenue, and a transfer from the MCSTOPPP reserve of \$255,344. The total reserve projected for the end of FY 13-14 is \$408,786. The MCSTOPPP Agency Staff Committee reviewed and approved the preliminary FY 13-14 budget at the May 1, 2013 meeting. The table below describes the proposed revision to the FY 13-14 budget:

Description	Adopted Budget	Proposed Revised Budget
Beginning Fund Balance - projected FY 12-13 end-of-year MCSTOPPP reserve	\$433,830	\$510,661
<b>FY 13-14 Expenses</b>		
FY 13-14 MCSTOPPP salaries, benefits, services and supplies, and overhead	\$721,450	\$812,244
<b>FY 13-14 Revenues</b>		
FY 13-14 Municipal Contribution - no change from FY 11-12	\$550,000	\$550,000
FY 13-14 miscellaneous revenues and interest	\$7,900	\$6,900
MCSTOPPP reserve transfer in - from the Used Oil Block Grant Fund Center	\$153,468	\$153,468
<b>Total FY 13-14 Revenues</b>	<b>\$711,368</b>	<b>\$710,368</b>
Additional MCSTOPPP reserve needed to cover expenses	\$10,082	\$101,876
Ending Fund Balance - projected FY 13-14 end-of-year MCSTOPPP reserve	\$423,748	\$408,786

#### **Revised Five-Year MCSTOPPP Municipal Contribution Estimates**

In addition, we are continuing to develop a five-year implementation plan and associated cost estimate for MCSTOPPP. The attached Table 2 provides revised municipal contribution estimates for the next five years. The high end of the contribution ranges for Fiscal Year 15-16 through Fiscal Year 17-18 anticipates a higher level of service to municipalities from MCSTOPPP including assistance with proposed trash reduction program requirements. When the State Board incorporates trash reduction requirements into our permit (in FY 14-15 or FY 15-16), staff will identify countywide program tasks that could be performed by MCSTOPPP on behalf of Marin's municipalities and provide you with updated municipal contribution estimates. So until the State releases the new trash requirements, please consider the municipal contribution ranges for FY 15/16-FY 17/18 as estimates.

We plan to return to your Board in October or November with a status report on new permit implementation and a draft FY 14-15 budget. Thank you for your continued support of MCSTOPPP.

Attachments-budget tables

C (by email): Bob Beaumont, Director of Public Works  
 Craig Tackabery, Assistant Director of Public Works  
 Tracy Clay, Principal Civil Engineer  
 Liz Lewis, Principal Planner  
 Marin Public Works Association  
 Municipal Stormwater Coordinators

FY 2013-2014 Proposed Amended Budget - July 2013						
MCSTOPPP						
MCSTOPPP FUND 25025						
Budget Summary						
Account Program Code	Account Category	Accounting Description	FY 12-13 Adopted Budget	FY 12-13 Revised Projected	FY 13-14 Budget Recommended by MGSA Board 1-10-13 Adopted June 2013	FY 13-14 Proposed Amended Budget
6171011000		MCSTOPPP Fund Center Beginning Balance (Reserve)	\$406,572	\$571,792	\$433,830	\$510,661
	<b>Expenses</b>	<b>Expenses</b>				
5510263		Salaries and Benefits	\$340,603	\$348,718	\$350,000	\$467,203
5200000		Services and Supplies	\$333,200	\$264,413	\$359,950	\$333,541
5510700		Indirect Overhead - Departmental Charge	\$11,500	\$11,500	\$11,500	\$11,500
		<b>Total Expenses</b>	<b>\$685,303</b>	<b>\$624,631</b>	<b>\$721,450</b>	<b>\$812,244</b>
	<b>Revenue</b>	<b>Revenue</b>				
4240322		Municipality Contribution	\$550,000	\$550,000	\$550,000	\$550,000
4410125		Interest	\$2,000	\$1,000	\$900	\$900
4710642		Miscellaneous Revenue (partners, registrations)	\$8,000	\$12,500	\$7,000	\$6,000
		<b>Revenue Subtotal</b>			<b>\$557,900</b>	<b>\$556,900</b>
4810110		Transfers In (MCSTOPPP Reserve from Used Oil Block Grant fund center)			\$153,468	\$153,468
		<b>Total Revenue</b>	<b>\$560,000</b>	<b>\$563,500</b>	<b>\$711,368</b>	<b>\$710,368</b>
6171011000		MCSTOPPP Fund Center Balance Ending (Reserve)	\$281,269	\$510,661	\$423,748	\$408,786
Services & Supplies Expenditures Detail						
5210100	<b>Professional Services - Carry Forward</b>		<b>\$0</b>	<b>\$25,071</b>	<b>\$0</b>	<b>\$0</b>
		Stormwater Consultant Contract (EOA): FY 11-12		\$23,908		
		Debi Tidd Contract - OWOW: FY 11-12		\$1,163		
5210100	<b>Professional Services</b>		<b>\$205,000</b>	<b>\$115,921</b>	<b>\$240,000</b>	<b>\$201,000</b>
		Direct Program Expenses - professional services				
		• Financial Audit				
		• Bay-Friendly gardening outreach and training				
		• Outreach & education to schools				
		• Workshops - technical or general public				
		• Graphic design (MCSTOPPP calendar, etc.)				
		• Less toxic pest management education (e.g. Our Water Our World)				
		• Publication development	\$45,000	\$43,981	\$40,000	\$36,000
		Stormwater Consultant Contracts - new permit planning and implementation, including annual reporting assistance	\$160,000	\$23,940	\$200,000	\$165,000
		Stormwater Consultant Contract - current (2003) permit				
		• Annual Reports & Technical/Regulatory Assistance		\$48,000	\$0	\$0
5210700	<b>Communication Services (cell phones)</b>		<b>\$1,000</b>	<b>\$1,000</b>	<b>\$1,000</b>	<b>\$1,000</b>
5210900	<b>GIS Maintenance (M &amp; R Services)</b>		<b>\$800</b>	<b>\$586</b>	<b>\$600</b>	<b>\$600</b>

Table 1

UPDATED 6/20/2013

FY 2013-2014 Proposed Amended Budget - July 2013						
MCSTOPPP						
MCSTOPPP FUND 25025						
Budget Summary						
Account Program Code	Account Category	Accounting Description	FY 12-13 Adopted Budget	FY 12-13 Revised Projected	FY 13-14 Budget Recommended by MGSA Board 1-10-13 Adopted June 2013	FY 13-14 Proposed Amended Budget
5211200	Storage Unit (Rent)		\$800	\$0	\$850	\$850
5211300	Professional Development Expense		\$900	\$900	\$1,000	\$1,000
5211400	Travel		\$500	\$1,000	\$1,000	\$1,000
5211500	Miscellaneous Services		\$28,500	\$31,758	\$27,000	\$34,200
		Printing	\$25,000	\$23,758	\$20,000	\$29,000
		Miscellaneous Services (venue rental, catering, events, TMDL)	\$3,500	\$8,000	\$7,000	\$5,200
5211600	Countywide Dues and Memberships		\$81,200	\$82,924	\$81,500	\$81,091
		BASMAA	\$13,200	\$12,743	\$13,000	\$12,591
		Regional Monitoring Program (SFEI)	\$56,700	\$56,305	\$57,000	\$57,000
		North Bay Watershed Association	\$5,800	\$5,626	\$6,000	\$6,000
		CASQA	\$5,500	\$8,250	\$5,500	\$5,500
5211800	Contribution to Other Government		\$0	\$3,000	\$0	\$0
5220100	Office Supplies		\$4,000	\$2,500	\$3,000	\$2,500
5220200	Computer Software (Maint & Repair Supplies - Equipt)			\$707	\$500	\$800
5220800	Miscellaneous Supplies		\$3,500	-\$955	\$3,500	\$9,500
		<b>Subtotal Services and Supplies - No Carry Forward</b>	<b>\$326,200</b>	<b>\$239,342</b>	<b>\$359,950</b>	<b>\$333,541</b>
		<b>Total Services &amp; Supplies with Carry Forward</b>	<b>\$326,200</b>	<b>\$264,413</b>	<b>\$359,950</b>	<b>\$333,541</b>

Table 2

**MCSTOPPP Estimated Municipal Contributions  
FY 13-14 - FY 17-18**

Description	YEAR 1 FY 13-14 Proposed Amended	YEAR 2 FY 14-15 Proposed	YEAR 3 FY 15-16 Revised Estimate	YEAR 4 FY 16-17 Revised Estimate	YEAR 5 FY 17-18 Revised Estimate
<b>MCSTOPPP Total Municipal Contribution</b>	<b>\$550,000</b>	<b>\$550,000</b>	<b>\$650,000- \$750,000</b>	<b>\$675,000- \$900,000</b>	<b>\$700,000 - \$900,000</b>
Belvedere	\$3,700	\$3,700	~\$4,400 - \$5,000	~\$4,500 - \$6,000	~\$4,700 - \$6,000
Corte Madera	\$21,586	\$21,586	~\$25,500 - \$29,000	~\$26,400 - \$35,000	~\$27,000 - \$35,000
Fairfax	\$16,075	\$16,075	~\$19,000 - \$22,000	~\$19,700 - \$26,200	~\$20,200 - \$26,200
Larkspur	\$22,002	\$22,002	~\$26,000 - \$30,000	~\$27,000 - \$36,000	~\$28,000 - \$36,000
Mill Valley	\$29,058	\$29,058	~\$34,300 - \$40,000	~\$35,700 - \$47,500	~\$37,000 - \$47,500
Novato	\$136,173	\$136,173	~\$161,000 - \$186,000	~\$167,000 - \$222,800	~\$173,000 - \$222,800
Ross	\$6,762	\$6,762	~\$8,000 - \$9,000	~\$8,000 - \$11,000	~\$8,600 - \$11,000
San Anselmo	\$20,824	\$20,824	~\$24,500 - \$28,000	~\$25,600 - \$34,000	~\$26,500 - \$34,000
San Rafael	\$113,911	\$113,911	~\$134,600 - \$155,000	~\$139,800 - \$186,400	~\$145,000 - \$186,400
Sausalito	\$14,187	\$14,187	~\$16,800 - \$19,000	~\$17,400 - \$23,200	~\$18,000 - \$23,200
Tiburon	\$19,502	\$19,502	~\$23,000 - \$27,000	~\$23,900 - \$31,900	~\$25,000 - \$31,900
County of Marin	\$146,220	\$146,220	~\$172,900 - \$200,000	~\$180,000 - \$240,000	~\$187,000 - \$240,000
<b>Contribution Percent Increase</b>	0%	0%	18% - 28%	23% - 65%	28% - 65%
<b>MCSTOPPP Expenditures</b>	\$812,244	~\$780,000	TBD	TBD	TBD
<b>MCSTOPPP Reserve</b>	~\$400,000	~\$180,000	TBD	TBD	TBD



## **APPENDIX C**

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C-1: Earth Day Flyer

C-2: Marin County Parks and Landscape Volunteers September 2012 Report

C-3: Street Sweeping and Catch Basin Cleaning Report



**APPENDIX C-1: EARTH DAY FLYER**

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# Volunteer for Earth Day 2013!



[www.myearthdaymarin.org](http://www.myearthdaymarin.org)

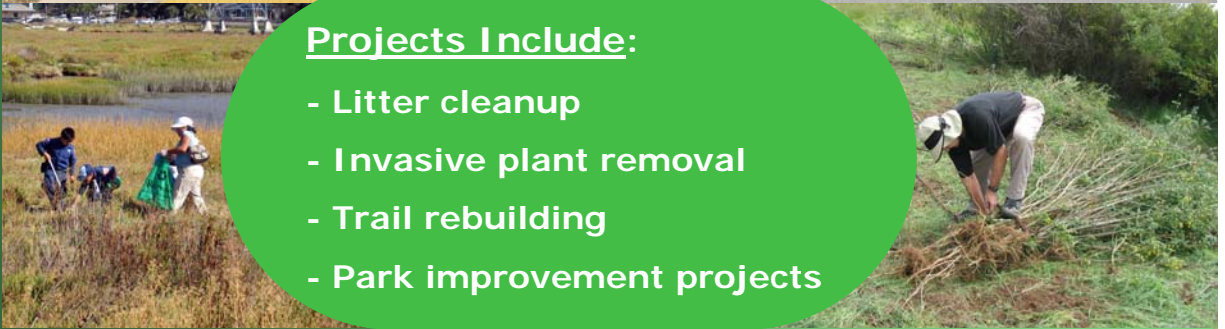
**April 20, 2013**  
**Locations all**  
**around Marin!**

Visit [www.myearthdaymarin.org](http://www.myearthdaymarin.org) to find a list of locations near you where you can participate in service projects in parks, open space preserves, cities and towns, and on the beach!



## Projects Include:

- Litter cleanup
- Invasive plant removal
- Trail rebuilding
- Park improvement projects



If you are a person with a disability and require accommodations, or if you require materials in alternative formats, please call 415.473.4381 voice/TTY or email: [disabilityaccess@co.marin.ca.us](mailto:disabilityaccess@co.marin.ca.us)

**APPENDIX C-2: MARIN COUNTY PARKS AND LANDSCAPE VOLUNTEERS SEPTEMBER 2012  
REPORT**

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## Marin County Parks and Landscape Volunteers

### September 2012 Report



View from Heathcliff Drive near broom pulling efforts at the Tiburon Uplands Nature Preserve

**Total Volunteer hours for September 2012: 1672**

**Total IPM hours for September 2012: 1620**

#### **Volunteer activity at Stafford Lake Park:**

-Miriam, French broom, fennel, and litter removal, 9 total hours.

#### **Volunteer activity at McInnis Park:**

-Assigned hours = 4 people for 144 total, 122 of which were IPM related. Adult Offender Program workers performed litter pick up, hand weeding, restroom cleaning, paved surfaces cleaning and maintenance painting.

-Community service hours = 2 people for 62 total, all of which were IPM related. Community service workers focused on litter pick up and hand weeding.

-Volunteer hours = 1 person for 48 hours, 8 of which were IPM related. Stephen Portale – 2 week internship, he focused on resurfacing all the picnic tables and tightening the hardware. He did perform some ranger assistance on routine maintenance and patrols.

-Coastal Cleanup Day, September 15<sup>th</sup>, 13 volunteers, litter pick up, 39 total hours.

-Fun Run support, September 29<sup>th</sup>, 1 volunteer, 4 total hours.

**Volunteer activity at McNears Beach Park:**

- Assigned hours- 1 volunteer, weeding and raking, 16 total hours.
- Chris, 6 total days, raking and weeding, 12 total hours.
- Coastal Cleanup Day, September 15<sup>th</sup>, 88 volunteers, 264 total hours.

**Volunteer activity at the Civic Center:**

- Assigned hours- 6 volunteers, litter pick up and weeding, 200 total hours.
- Community service- 3 volunteers, litter pick up and weeding, 96 total hours.

**Volunteer activity at other parks:**

- Hal Brown Park at Creekside, Boy Scout Troop 59, sheet mulching and weeding, troop coordination and planning by Ryan Gumm, 112 total hours.
- Hal Brown Park at Creekside, Coastal Cleanup Day, September 15<sup>th</sup>, 63 volunteers, 189 total hours.
- Agate Beach, Arlene, litter pick up, 8 total hours.
- Mill Valley Bike Path- 4 volunteers, litter pick up, 30 total hours.
- Mill Valley Bike Path, Coastal Cleanup Day, September 15<sup>th</sup>, 103 volunteers, 309 total hours.
- Mill Valley Bike Path, Coastal Cleanup Day, Mill Valley Middle School, September 14<sup>th</sup>, 341 volunteers, 120 total hours.
- Tiburon Uplands Nature Preserve- Paul, French broom removal, 10 total hours.

**Photos:**



Above- Volunteers remove trash from the edge of Corte Madera Creek for California Coastal Cleanup Day on September 15<sup>th</sup>, 2012. 63 Volunteers participated in the cleanup along Corte Madera Creek/Creekside Marsh/ Hal Brown Park at Creekside, among many other cleanup sites across the county.



Above- members of Greenbrae's Boy Scout Troop 59 supported Eagle Scout to-be Ryan Gumm with his eagle project on September 9<sup>th</sup>. The troop sheet mulched a large section of non-native harding grass, performed hand weeding, and installed drip tubing to 25 young native shrubs.





Above- Marin County Parks celebrated its truly incredible family of volunteers at McNears Beach Park during the annual volunteer recognition picnic on September 8<sup>th</sup>, 2012.



**APPENDIX C-3: STREET SWEEPING AND CATCH BASIN CLEANING REPORT**

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Marin County Stormwater Pollution Prevention Program  
DPW Municipal Maintenance Activities 2012-2013 Report

FY 2012-2013	City	Jul-12	Aug-12	Sep-12	Oct-12	Nov-12	Dec-12	Jan-13	Feb-13	Mar-13	Apr-13	May-13	Jun-13	TOTAL
Curb Miles Swept	Belvedere	24	24	24	24	24	24	24	24	24	24	24	24	282
Volume Collected (cy)	Belvedere	9	12	12	16	22	8.5	8.5	7	9.5	14	9.5	10	136
Leaf Removal (cy)	Belvedere	0.5	1	1.5	5	1.5	1	0.5	1.5	0.5	1	1	0.5	16
Drainage System (cy)	Belvedere	-	-	-	31	19	-	0.5	-	0.5	-	-	-	50
Litter Removed (cy)	Belvedere	0.25	0.25	-	1.5	1	0.5	-	-	-	-	0.25	-	4
Curb Miles Swept	Corte Madera	84	56	86	155	294	637	210	58	88	79	99	93	1,938
Volume Collected (cy)	Corte Madera	14	6.5	15	25	58	118	46	4.5	10	8.5	15	13	331
Leaf Removal (cy)	Corte Madera	10	14	11	16	13	15	14	9	11	11	6	4	133
Drainage System (cy)	Corte Madera	14	3.6	42	5.2	12	10	26	22	7.3	2.7	2	1	148
Litter Removed (cy)	Corte Madera	0.6	0.5	0.3	0.35	0.2	0.3	0.5	0.5	0.4	0.35	0.5	0.4	4.9
Curb Miles Swept	County of Marin-East	252	239	252	283	261	249	236	293	281	241	246	230	3,063
Volume Collected (cy)	County of Marin-East	49	53	74	94	84	76	76	86	51	55	45	45	788
Leaf Removal (cy)	County of Marin-East	-	-	-	-	-	-	-	-	-	-	-	-	-
Drainage System (cy)	County of Marin-East	-	-	-	-	25	21	9	6	4	-	-	-	65
Litter Removed (cy)	County of Marin-East	-	-	-	-	-	-	-	-	-	-	-	-	-
Curb Miles Swept	County of Marin-West	-	-	-	20	30	30	20	-	20	-	-	-	120
Volume Collected (cy)	County of Marin-West	-	-	-	10	20	20	10	-	10	-	-	-	70
Leaf Removal (cy)	County of Marin-West	-	-	-	-	-	-	-	-	-	-	-	-	-
Drainage System (cy)	County of Marin-West	100	-	150	200	400	300	400	450	350	250	-	-	2,600
Litter Removed (cy)	County of Marin-West	5	5	10	5	-	5	5	-	5	-	5	5	50
Curb Miles Swept	Fairfax	48	48	48	56	68	85	56	56	52	48	48	48	661
Volume Collected (cy)	Fairfax	6	7	6.5	8	10	43	14	12	13	13	12	12	157
Leaf Removal (cy)	Fairfax	-	-	-	-	-	-	-	-	-	-	-	-	-
Drainage System (cy)	Fairfax	-	-	-	-	-	-	-	-	-	-	-	-	-
Litter Removed (cy)	Fairfax	10	9	9	7	7	7	7	7	8	7	7	12	97
Curb Miles Swept	Larkspur	269	395	361	440	378	401	345	352	285	232	294	236	3,988
Volume Collected (cy)	Larkspur	43	67	58	110	97	93	37	37	36	43	56	41	718
Leaf Removal (tons)	Larkspur	4.2	4.2	3.3	2.9	2.8	2.3	4.2	2.8	2.9	2.9	4.4	3.9	41
Drainage System (tons)	Larkspur	-	-	6.1	7.8	1.1	20.5	6	4	2	-	-	-	48
Litter Removed (tons)	Larkspur	16	18	15	26	19	20	22	20	15	14	16	12	211
Curb Miles Swept	Mill Valley	93	168	152	143	175	196	169	120	138	159	147	147	1,807
Volume Collected (cy)	Mill Valley	26	39	50	59	55	57	44	27	33	35	37	31	493
Leaf Removal (cy)	Mill Valley	2	1	1	18	15	19	11	5	2	2	3	2	79
Drainage System (cy)	Mill Valley	5	15	23	36	74	44	18	13	6	6	3	2	245
Litter Removed (cy)	Mill Valley	48	48	48	36	36	26	26	26	36	36	36	48	450
Curb Miles Swept	Novato	297	371	292	272	460	260	407	438	256	288	319	131	3,791
Volume Collected (cy)	Novato	63	102	104	144	352	172	248	176	77	111	125	47	1,721
Leaf Removal (cy)	Novato	12	8	10	12	6	8	-	-	4	8	2	2	72
Drainage System (cy)	Novato	337	117	80	64	66	28	84	113	118	53	120	52	1,232
Litter Removed (cy)	Novato	23	-	35	-	-	-	4	15	8	2	-	-	87
Curb Miles Swept	Ross	70	70	65	179	148	141	179	137	142	136	169	139	1,575
Volume Collected (cy)	Ross	12	12	15	47	75	53	13	7	22	28	20	15	319
Leaf Removal (cy)	Ross	-	-	-	-	-	-	-	-	-	-	-	-	-
Drainage System (cy)	Ross	-	-	-	-	-	-	-	-	-	-	-	-	-
Litter Removed (cy)	Ross	-	-	-	-	-	-	-	-	-	-	-	-	-
Curb Miles Swept	San Anselmo	132	143	132	214	227	202	132	132	144	131	144	132	1,863
Volume Collected (cy)	San Anselmo	45	53	50	127	183	141	57	54	46	48	62	62	928
Leaf Removal (cy)	San Anselmo	-	-	2	5	10	10	7	5	-	-	-	-	39
Drainage System (cy)	San Anselmo	-	-	-	-	-	-	-	-	-	-	-	-	-
Litter Removed (cy)	San Anselmo	-	6	5	-	-	3	-	1	-	3	4	-	22
Curb Miles Swept	San Rafael	/	/	/	/	/	/	/	/	/	/	/	/	3,153
Volume Collected (tons)	San Rafael	/	/	/	/	/	/	/	/	/	/	/	/	733
Leaf Removal (tons)	San Rafael	/	/	/	/	/	/	/	/	/	/	/	/	5.7
Drainage System (cy)	San Rafael	/	/	/	/	/	/	/	/	/	/	/	/	217
Litter Removed (cy)	San Rafael	/	/	/	/	/	/	/	/	/	/	/	/	510
Curb Miles Swept	Sausalito	225	285	263	287	262	255	304	301	284	308	295	285	3,354
Volume Collected (cy)	Sausalito	95	115	90	140	135	125	125	125	95	115	120	115	1,395
Leaf Removal (cy)	Sausalito	30	20	20	35	35	30	45	35	30	35	40	40	395
Drainage System (cy)	Sausalito	-	-	-	-	10	25	15	20	-	-	-	-	70
Litter Removed (cy)	Sausalito	8	8	4	4	4	4	4	4	4	4	6	8	62
Curb Miles Swept	Tiburon	72	98	82	69	95	79	54	81	66	51	56	64	866
Volume Collected (cy)	Tiburon	16	24	23	20	28	30	14	14	19	23	25	20	253
Leaf Removal (cy)	Tiburon	-	-	-	-	-	-	-	-	-	-	-	-	-
Drainage System (cy)	Tiburon	-	-	-	-	-	-	-	-	-	-	-	-	-
Litter Removed (cy)	Tiburon	-	-	-	-	-	-	-	-	-	-	-	-	-

**Total Curb Miles Swept Countywide:**

**Total Street Sweeping Volume Collected (in cubic yards, does not include San Rafael):**

**\* San Rafael Total Street Sweeping Volume Collected (in tons):**

**Additional Leaf Removal (in cubic yards, does not include Larkspur and San Rafael):**

**\* Larkspur and San Rafael Additional Leaf Removal (in tons):**

**Material Removed from Drainage System Cleaning Countywide (in cubic yards, does not include Larkspur):**

**\* Larkspur Additional Material Removed from Drainage System (in tons):**

**Litter Removed (in cubic yards, does not include Larkspur):**

**\* Larkspur Additional Litter Removed (in tons):**

26,461
7,308
733
734
46
4,410
48
1,287
211

**APPENDIX D**

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D-1: List of 2012-2013 New Development Projects

**APPENDIX D-1: LIST OF 2012-2013 NEW DEVELOPMENT PROJECTS**

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2012-2013 New Development Projects in Progress (see note)

Municipality	Project Name	Location	Description	Development Footprint (SF)	Project Status	COA Complete or?	Site Design Features	Structural Source Controls	Stormwater Treatment Facilities	Guidance for Applicants Followed?	Responsible Party for Maintenance	O&M Agreement with Responsible Party?
<b>Belvedere</b>	None											
<b>Corte Madera</b>	None											
<b>County of Marin</b>	Auditorium Parking Lot Improvements	10 Avenue of the Flags, San Rafael	Improvements to parking lot and sidewalk to include ADA compliance	17,545	Construction completed in 2013	Yes	Used 'Guidance for Applicants'. Main focus was to use bioretention facilities.	Minimize use of pesticides - based on County IPM ordinance	Runoff from all new impervious surface will be directed to correctly sized bioretention facilities	Yes	County of Marin	N/A - County operated
<b>County of Marin</b>	Sonnen Porsche Dealership	900 Redwood Hwy, Mill Valley	Addition to dealership	19,068	BP issued April 2013, under construction	Not yet	Maintain existing drainage patterns	No net increase to impervious area	None added	Yes	Owner	Yes
<b>County of Marin</b>	Bay Creek	650 North San Pedro Rd, San Rafael	Re-zone and Subdivide	No construction Plans	Board Approved, reso not yet recorded	Not yet	Limit Building footprint sizes, minimize grading - cluster development	Construction plans pending, use of Guidance Documents encouraged.	Infiltration pond, bioretention planters seasonal drainage facilities with buffers,	Pending verification	HOA	Pending
<b>County of Marin</b>	Balestreri Solar Farm	275 Olive Ave, Novato	Ground mounted Solar Panel site	0.97 Acres of Solar panels	Project approved, currently under appeal	Not yet	Maintain drainage patterns in flood zone	None	Natural drainage patterns maintained	Pending verification	Owner	Pending
<b>Fairfax</b>	Pastori Bridge	Pastori X Center	Stream Bank Restoration and outfall pipe	300	6/14/2012	Yes	Existing trees retained, grading minimized	Creek will be protected during construction by dewatering adjacent area and relocating any fish	N/A	Yes	N/A	N/A
<b>Fairfax</b>	Fair-Anselm	733 Center	Steambank Restoration	19,200	6/26/2013	Yes	There should be no impact on stormwater quality, or downstream creeks	Creek will be protected during Construction	N/A	Yes	N/A	N/A
<b>Larkspur</b>	Rose Garden	279 Doherty Drive, Larkspur, CA 94939	Mixed-Use Residential	735,000	6/12/2013	Yes	Perimeter along creek to remain intact; heritage tree to remain; and shrubs and trees to be planted.	Trash and recycling bins to be used - covered; majority of roofs and street runoff will be captured and treated by Filterra tree filter inlets.	29 Filterra tree filters; 44 Bioretention swales.	Yes	Property owner	Yes
<b>Mill Valley</b>	None											
<b>Novato</b>	Rudnick Estates	Plum Street at Zandra Place & Sherwood Place	Residential Subdivision 24 lots	340,117	Construction	Yes	Avoiding steep slopes, clustering homes, avoiding sensitive areas, minimizing footprint	Grassy swales, detention pond basin.	Debris Basins.	Yes	Homeowners Association	No
<b>Novato</b>	Hanna Ranch Mixed Use	End of Rowland Blvd. at Vintage Ave.	New hotel, Office and Retail Buildings	136,500	Design	Yes	Avoiding steep slopes and sensitive area. Include on site treatment part of site design.	Project proposes to incorporate pervious paving, efficient landscaping, bioretention swales, rip rap energy dissipaters based upon completion of a Storm Drainage and Hydraulic study.	Pervious paving, efficient landscaping, bioretention swales, rip rap energy dissipaters, other features to be determind.	Yes	Property Owner	No
<b>Novato</b>	Canyon Green Homes	Hill Rd. at Canyon	25 Single Family Homes	196,971	Construction	Yes	Avoiding steep slopes and sensitive area. Include on site treatment part of site design.	Raingardens, Biofiltration Swale & Graded Swale	Raingardens & Biofiltration Swale	Yes	Homeowners Association	No
<b>Ross</b>	None											
<b>San Anselmo</b>	20 Ancho Vista	20 Ancho Vista	Swimming pool	1,500	Pre-gunite inspection	No	New retaining wall to prevent soil run off, existing trees retained	Site is highly vegetated	None	Yes	Property owner	Yes
<b>San Anselmo</b>	136 Calumet	136 Calumet	500 square foot addition to a residence	500	Wallboard	No	Perimeter drainage to detension pit	BMPs in place	Yes, one for rain fall	Yes	Property owner	No, but will by final
<b>San Anselmo</b>	21 Forest	21 Forest	New dwelling	3,000	Wallboard	No	detension pit, and percolater pit (bubbler)	BMPs in place	Yes, one for rain fall	Yes	Property owner	No, but will by final
<b>San Anselmo</b>	18 Grove Lane	18 Grove Lane	New dwelling	3,200	Wallboard	No	Perimeter drainage and detension pit	BMPs in place	Yes, one for rain fall	Yes	Property owner	No, but will by final
<b>San Anselmo</b>	129 Madrone	129 Madrone	New dwelling	3,500	Wallboard	No	Perimeter drainage and detension pit	BMPs in place	Yes, one for rain fall	Yes	Property owner	No, but will by final
<b>San Anselmo</b>	89 Melville	89 Melville	Major remodel, addition	4,000	Slab	No	Perimeter drainage and detension pit	BMPS will be in place by October 15th. Project just began	Yes, one for rain fall	Yes	Property owner	No, but will by final
<b>San Anselmo</b>	269 Redwood	269 Redwood	600 squar foot addition	600	Foundation	No	Retaining wall drainage and BMPS	BMPs are in place	No	Yes	Property owner	No, but will by final

2012-2013 New Development Projects in Progress (see note)

Municipality	Project Name	Location	Description	Development Footprint (SF)	Project Status	COA Complete or?	Site Design Features	Structural Source Controls	Stormwater Treatment Facilities	Guidance for Applicants Followed?	Responsible Party for Maintenance	O&M Agreement with Responsible Party?
San Anselmo	194 Scenic	194 Scenic	New dwelling	3,400	Gas test	No	detension pit, and heavily vegetated landscape	BMPs in place	Yes, one for rain fall	Yes	Property owner	No, but will by final
San Anselmo	The big retaining wall on Drake	790 Sir Francis Drake	9,689 Square foot office building	9,689	Slab of upper floor	No	Bioretention pit, Major uphill drainage completed	BMPs in place	Yes, one for rain fall	Yes	Property owner	No, but will by final
San Anselmo	160 Sturdivant	160 Sturdivant	5,000 dwelling remodel	5,000	Piers	No	detension pit, and perimeter drainage	BMPs in place	Yes, one for rain fall	Yes	Property owner	No, but will by final
San Anselmo	The abatement house	122 Sycamore	3,000	3,000	Permit just issued	No	Detension pit and perimeter drainage	None yet	Yes, one for rain fall	Yes	Property owner	No, but will by final
San Anselmo	20 Vineyard	20 Vineyard	Single family dwelling	4,400	finald	Yes	bioretension at the front retaining walls	Highly vegetated	Yes, one for rain fall	Yes	Property owner	Yes
San Rafael	Kaiser Parking Garage	111 Montecillo Rd	New parking structure and modification to existing stucture	approx 30,000 sq ft	Construction completed	Yes	Bioswales included	No	No	No	Kaiser	No
San Rafael	Lincoln Mews	1515 Lincoln Ave	Construction of 24 unit townhome project	approx 31,000	Construction completed	Yes	No	No	No	No	Owner	No
San Rafael	33 North	33 San Pablo Ave	Construction of 82 unit condominium	1.9 acres	Construction completed	Yes	Bioswales and bioretention device installed	No	Yes	Yes	Owner	No
San Rafael	Target	125 Shoreline Pkwy	Construction of new Target Store	approx 15 acres	Construction continuing	Yes	Bioswales and bioretention device installed	No	Yes	Yes	Target	Agreement being developed with the City
San Rafael	Untermann Land Division	190 El Camino	Subdivision of 6.24 acre hillside site into 2 lots. New 3.0 acre lot would have building envelope of 1.0 acre for development of new house	1 acre	Design Review approved 6/4/12. Building Permit not yet submitted	No	No	No	No	No	Owner	No
Sausalito	105 Crescent	105 Crescent	Detention Basin	3,800	Permit issued 7/26/2013	No	Existing trees retained, grading minimized		Detention Tank	Yes	Property owner	No
Tiburon	110 Gilmartin Drive	110 Gilmartin Drive	Construction of new single family dwelling	133,600 SF	Project under construction	Ongoing	Footprint of house and improvements similar to previous house and improvements on site.	Trucks and equipment are washed before transportation off site, materials are covered & stored for a minimum time and dumpsters are covered.	Numerous landscaped planters throughout site.	Contractor and Property Owner.	Yes, property owner	Planning states none were listed in the Conditions of Approval. Project is ongoing.
Tiburon	Ned's Way Facility	Dairy Knoll (formally the 600 Ned's Way)	Recreation Center and offices.	Building will be 4800 SF. Site is 2 acres.	Ground Breaking scheduled for June 18, 2012. Completion in August 2013.	Ongoing	Nine mature Oak trees to remain on site. Broom eradecation plan inplace to ensure native plants take hold.	Dumpster area drains to sanitary sewer.	Rock outfall (bio swale) located at end of parking lot (low end) lined with geotextile, 6" - 10" of cobble stone, 4" wide by 15" long and drains into a detention basin.	Contractor during construction, then the Town.	Yes, Town maintenance staff	Town maintenance staff will maintain the site.
Tiburon	Lyford Drive Parking Lot	Tiburon Blvd. at Lyford Drive.	48 stall parking lot with small plaza to include lighting, benches and landscaping.	65,820 SF	Project complete	Yes	Contractor implemented a water pollution control plan to include BMP's for source/sed. control	Exposed landscape was treated w/erosion control (hydroseed, straw/tackifier). D inlets treated/prevent erosion.	A grass lined earthen swale is included in the project design which will allow for bio-filtration of stormwater before entering drains.	Contractor during construction, then the Town.	Yes, Town maintenance staff	Town maintenance staff will maintain the site.

Notes: This table was compiled from municipality responses to a request for information on projects in design review, approval, or construction during 2012-2013 that were subject to 2003 Phase II Stormwater permit post-construction requirements. Each project listed meets one of the following criteria:

- Subdivisions with 10 or more lots
- Parking lots adding 5,000 square feet or more impervious surface or adding 25 or more spaces
- Auto Repair Shops
- Retail Gasoline Outlets
- Commercial (100,000 square feet or larger)
- Other projects selected due to significant ongoing, post-construction stormwater pollution potential

## **APPENDIX E**

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E-1: Central Marin Sanitary Agency (CMSA) Multi-jurisdictional Business Inspections

E-2: Certified Unified Program Agencies (CUPA) Countywide Business Inspections

E-3: Marin County Environmental Health Services (EHS) Countywide Business Inspections

E-4: Self-Inspection Checklist for Business Owners

**APPENDIX E-1: CENTRAL MARIN SANITARY AGENCY (CMSA) MULTI-JURISDICTIONAL  
BUSINESS INSPECTIONS**

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# CENTRAL MARIN SANITATION AGENCY

Jason R. Dow, P.E.  
General Manager

1301 Andersen Drive, San Rafael, CA 94901-5339 Phone (415) 459-1455 Fax (415) 459-3971 www.cmsa.us

June 24, 2013

Terri Fashing  
Dept. of Public Works  
MCSTOPPP  
3501 Civic Center Dr.  
San Rafael, CA 94901

Dear Ms. Fashing;

Within our service areas, the Central Marin Sanitary Agency (CMSA) implements a Pretreatment Program to reduce the pollutants discharged into sanitary sewers by industries; and, a Pollution Prevention Program to go beyond the Pretreatment Program in reducing discharge of problem pollutants to the sanitary sewer. These programs are implemented through various CMSA permit programs which include inspections of permitted businesses and industries. Basic and in-depth stormwater inspections are incorporated into these routine business inspections and stormwater issues are reported to local stormwater coordinators, who perform necessary outreach and enforcement. Under an agreement with the City of San Rafael, CMSA staff may issue City citations for violation of the City's Stormwater Ordinance. The agreement specifies that CMSA responsibility/authority is limited to events related to facilities that CMSA is regulating with sanitary wastewater permits, Best Management Practices (BMPs) or self-certifications. 800-SAV-R-BAY hotline responds to county wide stormwater complaints and also refers callers to the appropriate stormwater authority.

Fiscal year 7/1/12 through 6/30/13 stormwater inspection results are as follows:

Central Marin Sanitary Agency staff conducted basic stormwater inspections at auto repair shops or related facilities such as commercial car wash and rental car businesses. The number of businesses inspected, citations issued, and referrals to stormwater coordinators are listed below:

Area where Business is Located	Number of Inspections	Number of Citations	Number of Referrals
San Rafael	144	1	2
Corte Madera	15		1
Fairfax	10		0
Greenbrae (unincorporated Marin County)	11		0
Larkspur	6		0



Terri Fashing  
June 24, 2013  
Page 2

Businesses under our Industrial/Commercial permits received in-depth stormwater inspections as follows:

Area where Business is Located	Number of Inspections	Number of Citations	Number of Referrals
San Rafael	18	0	0
Corte Madera	3		0
Larkspur	1		0
San Anselmo	2		0

Six dry cleaning businesses that use Tetrachloroethylene and Trichloroethylene as dry cleaning solvents received basic stormwater inspections as follows:

Area where Business is Located	Number of Inspections	Number of Citations	Number of Referrals
San Rafael	3	0	0
Corte Madera	0		0
Fairfax	1		0
Larkspur	1		0
San Anselmo	1		0

The CMSA Fats, Oil and Grease (FOG) Program includes inspections of grease recycle bins at food facilities/restaurants. The objective of this program is to reduce clogging of sanitary sewers and overflows to storm drains. In FY 12-13, CMSA conducted the following inspections:

Area where Business is Located	Number of Inspections Conducted
City of San Rafael	276
Ross Valley San District Service Area (Fairfax, Greenbrae, Kentfield, Larkspur, Ross and San Anselmo)	71
Town of Corte Madera	54
Tamalpais Community Services District (Mill Valley)	15

If you have any questions, don't hesitate to contact me.

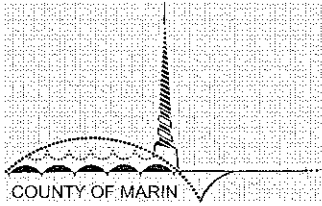
Sincerely,



Robert Cole  
Environmental Services Manager  
Central Marin Sanitation Agency

**APPENDIX E-2: CERTIFIED UNIFIED PROGRAM AGENCIES (CUPA) COUNTYWIDE BUSINESS INSPECTIONS**

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**INTEROFFICE MEMORANDUM**  
DEPARTMENT OF PUBLIC WORKS

DATE: May 15, 2013

TO: Terri Fashing, Stormwater Program Administrator

FROM: *Steve Devine*  
Steve Devine, Program Manager

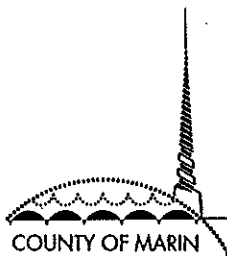
RE: **Marin County Certified Unified Program Agency (CUPA) Business Inspections**

In order to assist the Marin County Stormwater Pollution Prevention Program's (MCSTOPPP) effort to mitigate impacts to stormwater from commercial and industrial activities, the Marin County Certified Unified Program Agency (CUPA) referred all potential storm drain and/or runoff concerns witnessed during our regular inspections conducted July 1, 2012 through June 30, 2013.

Additionally, during inspections, CUPA inspectors also check for proximity of storm drains to garage bay doors and recommend that contingency plans be in place in case of spills.

**APPENDIX E-3: MARIN COUNTY ENVIRONMENTAL HEALTH SERVICES (EHS) COUNTYWIDE  
BUSINESS INSPECTIONS**

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COMMUNITY DEVELOPMENT AGENCY  
ENVIRONMENTAL HEALTH SERVICES DIVISION

July 5, 2013

Ms. Terri Fashing  
Department of Public Works  
Marin County Stormwater Pollution Prevention Program  
3501 Civic Center Dr., Room 304  
San Rafael, California

Dear Ms. Fashing

For fiscal year 7/1/12 through 6/30/2013, Environmental Health Services staff conducted routine site inspections countywide at 1536 food facilities, 547 commercial swimming pools, and, 688 housing facilities. Inspectors routinely look for potential and actual non-stormwater discharges to storm drains and a checklist item (#22) is used to track non-stormwater discharges in our "Official Inspection Report".

Of the 1820 total routine site inspections conducted county-wide, 0 case(s) was/were reported to the Marin County Stormwater Pollution Prevention Program or to a Local Stormwater Program.

It is, by the way, standard operating procedure to contact local stormwater coordinators when we encounter an illegal stormwater discharge in the field.

If you have any questions, don't hesitate to call me at 473-6907.

Sincerely,

David Smail, Supervising R.E.H.S.  
Marin County Environmental Health Services  
415-473-6916

**APPENDIX E-4: SELF-INSPECTION CHECKLIST FOR BUSINESS OWNERS**

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Marin County Department of Public Works  
 P.O. Box 4186 San Rafael, CA 94913-4186  
 Tel. (415) 499-6528 Fax (415) 485-3799

## Self Inspection Checklist For Business Owners

**DIRECTIONS:** Complete the following checklist while surveying your facility. If you answer "no" to any of the questions, initiate appropriate best management practice(s) (BMP) to prevent pollutant discharge into the storm drain system. For assistance on BMPs, contact your local stormwater inspector (name) at 499-3748.

	Yes	No	N/A
1. Are <b>storage containers</b> including drums, waste dumpsters and/or trash compactors: free from crack/leaks? have lids or covers that are kept closed? not exposed to rain water?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
2. Are <b>storage areas</b> enclosed or covered from the rain?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Are <b>material processing or handling areas</b> enclosed or covered from the rain?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Are <b>parking areas or access roads</b> free of signs of excessive oil and/or motor fluids, leaks, stains, litter, and sediments?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Are <b>vehicle repair and maintenance areas</b> covered or out of the rain?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Are <b>vehicles and heavy equipment</b> stored outside, free of leaks and grime?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Are <b>spills</b> in fuel or vehicle/equipment maintenance areas prevented from entering the storm drain system?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Are <b>dry cleaning methods</b> (for example, sweeping, damp mopping, absorbents) used to clean: shop floors? material processing areas? material storage areas? waste disposal areas? access roads? parking lots?	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
9. Are all <b>washwater and/or process wastewater</b> discharged to the sanitary sewer or recycled instead of discharged directly or indirectly to the storm drain system?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Are storm drain <b>inlets and catch basins</b> inspected and mechanically cleaned on a regular schedule?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. Are waste products from <b>rooftop equipment</b> (for example, oil and grease from exposed motors/pumps or other rooftop equipment) not exposed to stormwater runoff?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

N/A: Not Applicable

*The Marin County Stormwater Pollution Prevention Program gratefully acknowledges the Alameda Countywide Clean Water Program for the original concept and text of this brochure.*



## APPENDIX F

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F-1: Our Water – Our World (OWOW) Outreach and *Choose a Bay-Friendly Landscaper!* Flyer

F-2: Oil Payment Program (OPP) Outreach

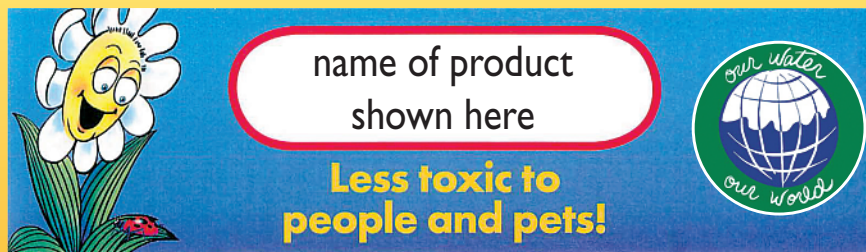
F-3: Cigarette Eater Meter Launch Flyer and News Release

**APPENDIX F-1: OUR WATER – OUR WORLD (OWOW) OUTREACH AND CHOOSE A BAY-FRIENDLY LANDSCAPER! FLYER**

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## Keep Pesticides Out of Streets and Creeks!

Pesticides can wash off lawns and gardens and enter storm drains. All storm drains go directly to local creeks and the Bay. If you *must* use a product to manage a home or garden pest, choose one that is the least toxic to people, pets and the environment. The tag shown below will help you do just that! Look for this tag, placed under less toxic pest control products, at stores listed in this ad.



The following stores partner with local municipalities in a program called **Our Water - Our World**, designed to help you make more informed choices when selecting products to manage pests.

Southern Marin	Central Marin	North Marin
Bayside Garden Center 435-0041	Fairfax Lumber & Hardware 453-4410	Pini Ace Hardware 892-1577
Goodman Building Supply 388-6233	Jackson's Hardware 454-3740	Sloat Garden Centers 897-2169
Sloat Garden Centers E Blithedale 388-0102 Miller Ave 388-0365	Marin Ace Hardware 479-9393	<b>Central Marin</b> Sunnyside Nursery 453-2701
<b>West Marin</b> Toby's Feed Barn 663-1223	Orchard Supply Hardware 453-7288 Sloat Garden Centers Lincoln Ave 453-3977 Sir Francis Drake 454-0262	The Home Depot 458-8675 

Learn more: [www.OurWaterOurWorld.org](http://www.OurWaterOurWorld.org)

Find the "Ask the Expert" feature and get a FREE customized response to your pest-related questions.

Brought to you by Marin County Stormwater Pollution Prevention Program (MCSTOPPP)

[www.mcstoppp.org](http://www.mcstoppp.org)



For more information, call **415-473-3202** or email [mcstoppp@marincounty.org](mailto:mcstoppp@marincounty.org)



PROOF O.K. BY: \_\_\_\_\_  O.K. WITH CORRECTIONS BY: \_\_\_\_\_

PLEASE READ CAREFULLY • SUBMIT CORRECTIONS ONLINE

IJ-0004852503-01.INDD (100%)

ADVERTISER: MARIN COUNTY STORM WATER

PROOF CREATED AT: 5/21/2013 1:20 AM

SALES PERSON: Kim Staff

NEXT RUN DATE: 05/22/13

SIZE: 3 X 10.5

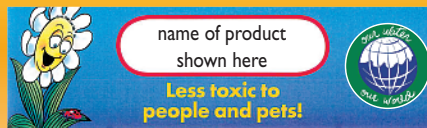
PROOF DUE: 05/21/13 22:29:55

PUBLICATION: IJ-Marin IJ

## Keep Pesticides Out of Streets and Creeks!

Pesticides can wash off lawns and gardens and enter storm drains. All storm drains go directly to local creeks and the Bay.

If you must use a product to manage a pest, look for one with this tag placed beneath it on store shelves:



This tag will help you identify products that are less toxic to people, pets and the environment.

Find Participating Stores at:  
[www.OurWaterOurWorld.org](http://www.OurWaterOurWorld.org)

The website also allows you to "Ask the Expert" and get a customized response to your pest-related question



For more information,  
**415-473-3202**  
email [mcstoppp@marincounty.org](mailto:mcstoppp@marincounty.org)  
[www.mcstoppp.org](http://www.mcstoppp.org)



PROOF O.K. BY: \_\_\_\_\_  O.K. WITH CORRECTIONS BY: \_\_\_\_\_

PLEASE READ CAREFULLY • SUBMIT CORRECTIONS ONLINE

**IJ-0004877252-01.INDD (100%)**

ADVERTISER: MARIN COUNTY STORM WATER

PROOF CREATED AT: 6/6/2013 5:25

PM

SALES PERSON: Kim Staff

NEXT RUN DATE: 06/29/13

SIZE: 2 X 4.88

PROOF DUE: 06/28/13 09:59:55



## CHOOSE A BAY-FRIENDLY LANDSCAPER!

Bay Friendly Landscaping is a holistic approach to landscaping that fosters soil health and conserves water and other valuable resources while reducing waste and preventing pollution. **Marin County Stormwater Pollution Prevention Program** has been offering a 20-hour Bay-Friendly Landscape Maintenance Training and Certificate Program for landscape professionals since 2008.

The following **companies have one or more professionals on staff** who have graduated from the Bay-Friendly Training in Marin and can help ensure a landscape that protects our creeks, ocean and San Francisco Bay!

**Alisha Nichole Fine Gardening**  
415-658-5650

**Ann Joseph Consulting**  
707-373-9611

**April Philips Design Works, Inc.**  
415-457-2774  
www.apdw.com

**Art Gardens**  
415-519-0201

**AvidGreen Fine Landscaping, Vineyards and Backyard Farms**  
415-461-8477  
www.avidgreen.com

**Barbara Huntingdon Landscape Design**  
415-297-6401  
www.huntingdondesign.com

**Bay-Friendly Landscape & IPM Consulting and Training**  
415-454-9615

**Bertotti Landscaping**  
707-559-7077

**Buchholz Landscaping Company, Inc.**  
415-259-0325  
www.gardenbuilders.com

**Cagwin and Dorward**  
1-800-891-7710  
www.cagwin.com

**Checo's Gardening**  
415-388-9067

**Civic Center Landscapes**  
415-929-9017

**Clean Air Lawn Care**  
415-602-5296  
www.cleanairlawncaresanfrancisco.com

**Coast Landscape Mgmt.**  
707-251-8872  
www.coastlandscapemanagement.com

**Coffey Landscape**  
415-455-1003

**Coleman Cosby Landscape Design & Installation**  
415-606-7993  
www.cosbylandscapes.com

**Dig Your Garden Landscape Design**  
415-453-8591  
www.digyourgarden.com

**DK Landscaping**  
707-280-3632  
www.dklandscaping.com

**DriWater**  
707-588-1444

**Doniel Ellis Designs**  
415-637-3941

**Earthscapes**  
415-531-8499  
www.earthscapeslandscape.com

**Edger Landscape Design**  
415-328-7772

**Equinox Landscape**  
415-456-6480  
www.equinox-landscape.com

**Fairfax Lumber & Hardware**  
415-453-4410

**Farias Garden Service, Inc.**  
415-479-8301

**Favorite Gardens**  
415-686-1987  
www.favoritegardens.com

**Firma Design Group**  
707-792-1800  
www.firmadesigngroup.com

**Flora & Fauna Landscaping**  
415-847-4520

**Flora Shanti Gardens**  
415-331-2663  
www.florashanti.com

**Forester Landscaping**  
415-381-0740  
www.foresterlandscaping.com

**Frederick S. Sommers Landscaping/Irrigation**  
415-608-7015

**Galvan Landscaping**  
415-755-8117

**Gardening By Nature's Design**  
510-501-0243  
www.gardeningbynaturesdesign.com

**Gardens & Gables**  
415-499-0331  
www.gardensandgables.com

**Garden Guidance**  
415-846-0190  
www.garden-guidance.com

**Gardeners Guild, Inc.**  
415-457-0400  
www.gardenersguild.com

**Garth's Gardens**  
415-505-7034  
www.garthsgardens.com

**Gillian Bolter Fine Gardening**  
415-407-0224

**Goldsmith Garden**  
415-830-1799

**Gonlo's Great Gardening**  
415-233-3146

**Good Dragon Landcare**  
415-446-8550

**Green Door Design**  
415-300-7411

**Green Monster Gardens**  
510-914-6653

**Green Roots Design**  
415-994-7251  
www.greenrootsdesignstudio.com

**Green Visions Landscape Design Studio**  
415-895-1975  
www.greenvisionsdesign.com

**Greendale Gardens**  
415-450-0100

**H & H Garden Service**  
415-300-6586  
www.hnhgardenservice.net

**Hamlin Landscape & Irrigation**  
415-479-0701

**Heritage Landscapes**  
415-458-8151  
www.heritagelandscapes.net

**Hines**  
415-533-7631

**Integrated Landscape Services, Inc.**  
415-378-0644

**Iris Landscaping Inc.**  
415-720-4808  
www.irislandscaping.com

**Janscapes Landscape Designs**  
415-302-3619

**Jasmin Landscape**  
415-382-0385

**J Mora Landscaping Services**  
415-250-0506

**Joan Hasselgren Healing Gardens**  
415-351-9751

**Kaiser Gardens, Inc.**  
415-699-7423  
www.kaisergardens.com

**Kent Johnson Landscaping Inc.**  
415-388-1056

**Linda's Landscape Design & Pruning**  
415-846-8810

**Lisa Canepa Garden Design**  
415-515-2418

**Linda J. Novy & Associates**  
415-457-5268

**Marizzo Landscape Management**  
415-584-9100  
www.marizzo.com

**North Bay Landscape Management, Inc.**  
707-762-3850  
www.northbaylandscape.com

**O'Connell Landscape**  
415-462-9729  
www.oconnellandscape.com

**Olivotti Landscape**  
415-819-1939  
www.olivottilandscaping.com

**Organic**  
415-482-0184  
www.organicgardenservices.com

**Pacific Landscapes**  
707-829-8064  
www.pacificlandscapes.com

**Pedersen Associates, Inc.**  
415-456-2070  
www.pedersenassociates.com

**Plannedland**  
415-420-9128  
www.plannedland.com

**Quinn's California Landscapes**  
415-246-2380  
www.quinnlandscapes.com

**Ronald K. Omori**  
415-699-8002

**Ronald Omori**  
415-699-6008

**Roth LaMotte**  
415-451-8211

**Sacred Space Gardens**  
415-412-4159  
www.sacredspacegardens.com

**Scandia Landscaping**  
707-996-7298

**S. Jordan Landscaping & Design**  
415-331-8616

**Shades of Green Landscape Architecture**  
415-332-1485

**Simmonds & Associates Landscape Architects**  
415-460-0460  
www.simmonds-associates.com

**Terra Cognita Design & Consulting**  
707-695-9360  
www.TerraCognitaLandscape.com

**Terra Ferma Landscapes, Inc.**  
415-929-0333  
www.tflandscapes.com

**Terrasophia**  
415-306-6618  
www.terrasophia.com

**The Land Collaborative**  
415-272-3284  
http://thelandcollaborative.com

**Tigerlily Gardens**  
415-218-3037  
www.tigerlilygardens.com

**U Chang Shim Garden Design**  
415-892-8364

**Urban Flora Design**  
510-612-0639

**Vaca Landscape**  
415-847-7332

**ValleyCrest Companies**  
925-924-8900  
www.valleycrest.com

**Wave Hill Irrigation & Landscaping**  
415-408-8301

**Yarish Landscape Consulting**  
707-779-9012

### Public Agencies

City of Rohnert Park  
City of San Rafael  
Marin County Parks  
Marin Municipal Water District  
Reed Union School District  
Solano Community College  
Town of Ross



Visit us in the lobby of the Exhibit Hall and get free information on solving pest problems without toxic chemicals.

Learn more at [www.mcstoppp.org](http://www.mcstoppp.org) or call 415.473.3202.

Bay-Friendly maintenance training is funded by Marin County Stormwater Pollution Prevention Program and Marin Municipal Water District.

If you are a person with a disability and require accommodations, please call 415.473.4381 (voice) or CRS 711 or email [disabilityaccess@marincounty.org](mailto:disabilityaccess@marincounty.org)

**APPENDIX F-2: OIL PAYMENT PROGRAM (OPP) OUTREACH**

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**"The Family Car"  
ESL Lesson on Used Oil Recycling  
Report FY 2012-2013  
Marin County**



During FY 2012-2013, we received class records documenting eight classes in Marin County. All of the students in the classes were adult ESL learners and the classes were taught through College of Marin programs. A total of 119 students participated in the classes. The classes were taught to beginning and intermediate level students.

Ten languages were spoken by students in the classes, including Portuguese, Spanish, Russian, Polish, Hindi, French, Farsi, Cambodian, Chinese and Ukrainian.

83% of the student had cars, and 63% of all students reported that they or someone in their household changed their own oil. This is well over three times the state average for DIYer households.

The feedback from teachers and students was very positive. Here are some excerpts from class record forms filled in this year by the teachers in Marin County:

- *"The students always love this lesson and are always engaged. They even asked for extra copies."*
- *"Best ESL lesson I ever teach!. Good subject, geared well for non-native speakers."*
- *"Great materials that never fail. Well thought out. Wish all ESL materials were this well done."*
- *" I always use this lesson at the beginning of the semester as an ice breaker. Everyone enjoys talking about their cars."*

More information on the program is available at [www.thefamilycar.info](http://www.thefamilycar.info).





**Marin County Workshops  
Promotores Verdes Marin One-Year-Project  
(September 2011-October 2012)**

**Background**

The idea of presenting a series of Spanish environmental workshops in Marin County came up after a group of agencies received a grant from the Marin Community Foundation to train groups of *promotores* in eight key subject areas. This included environmental awareness, specifically focusing on toxics and used motor oil. Each one of the agencies that received moneys from this grant are to train a group of 8 *promotores* on issues related to a specific topic. The local Parents Service Project (PSP) of San Rafael; for example, will focus on providing training to their group focusing on healthy eating.

For a year, the group of new recruited *promotores* were educated and informed on a specific subject so that in turn they can go out and do outreach in their communities. They met every month to learn a specific area on the topic and then they practiced what they learned, by sharing the information. The *promotores* received a small monthly stipend; which will at least cover their gas expense. Although it is not much, the *promotores* are very happy and truly enjoyed working in their communities.

The *Promotores Verdes* Group recruited eight people that met every month to get information and education. Each meeting included a 30-minute workshop/presentation focusing on toxics; which included general information and specifics on local resources, programs and the different toxics at home, work etc. They asked Hugo Mata from C2 Alternative Services to provide these workshops. Hugo's time was funded in part by the Marin County Stormwater Pollution Prevention Program (MCSTOPPP). Workshop resources included pamphlets provided by MCSTOPPP, which played a big part in promoting used motor oil recycling and water pollution prevention.

**The first meeting took place December 5, 2012 at the Novato Youth Center.** It mostly focused on the logistics of the program, reporting and questions and answers from the 8 new *promotores* and the *Promotores Verdes* Group. The following calendar provides information on the different dates they met and the topics and information they received.

**Training Calendar December 2011-October 2012**

- **December 12, 2011** Logistics (Program explanation, expectations, paperwork, activities and reporting).
- **January 9, 2012** General Household Toxics and resources for proper collection in Marin County.
- **February 13, 2012** Household Toxics that end up in the garage (paint, motor oil, fluorescents, batteries etc.)



- **March 12, 2012** Household Toxics inside the house (Identify and take action, how and where to properly dispose of them).
- **April 16, 2012** Toxics in our food (pesticides, herbicides etc.) Making right and informed choices.
- **May 14, 2012** Using other cleaning eco-friendly (Alternatives)
- **June 24, 2012** Toxics that we have at home that can go BOOM! (some of them are being used by our children)
- **July 9, 2012** Water Pollution Prevention and Conservation
- **August 13, 2012** Used motor oil and filters (why, how and where to recycle properly)
- **September 10, 2012** Proper disposal of Medications, cosmetics and other toxics. (avoiding water and soil pollution)
- **October 8, 2012** Summary of all topics and presentations from each *promotor* on what they learned, things they worked on and future goals as a *Promotor Verde*.

**The second meeting; which took place January 9, 2012, they got an overall view of the toxics we have at home and its proper disposal in Marin County.** During this meeting they discussed things that people usually have at home and that for some reason they always end up being piled up or forgotten in the garage, the tool shed, the back yard or sometimes under the sink or other areas around the house.

Part of the training also included ways to handle them, the importance of keeping them out of our waterways and things they all can do to promote this information in their immediate communities. Many of them mentioned places (church groups, PTA's and other meetings) where they could share the information. One of the *promotores* is taking it upon herself to go to every resident at her apartment complex and talk to them about the subject.

**For the third meeting on February 13, 2012, we covered information on Toxics, specifically on toxics that we have in the garage or that end up in the garage.** This included electronics, batteries, cleaning supplies, paint, fluorescents, motor fluids and other wonder materials. They also mentioned other materials that are not necessarily toxic, but that make the area a little dangerous where accidents can happen at any time (piles of stuff, small areas to walk on etc.)

The *promotores* came up with a list of toxics we all have at the house. They were all surprised to find out how many things we have and that we really don't need. They will use this list as part of their outreach; it will be like a check list for people to do an inventory of what they have and when they will properly dispose of them.

**For the month of March, the meeting took place on March 12, 2012. This time the focus was on Household Toxics that people commonly use inside the house.** We explored each room in the house starting with the living room

and came up with a list of things people use for cleaning, decorations, air fresheners, lighting etc. It was amazing to read list for each room.

We then moved into finding other ways in which people could use other more green and environmentally friendly products that could be cheaper and non toxic to their health. At the same, we talked about the best practices to collect them properly and how to take them to a household toxics collection center in Marin County.

**April's meeting took place on April 16, 2012 and focused on the program "Food Matters"; which provided an insight on how truly organic is organic food.** I did a presentation on pesticides, herbicides and other toxics that many companies used when growing our food; the title of the presentation is called "Toxics in Our Food, what to do and how to buy it and smartly eating"

For some of the *promotores* this was an eye opener as they never thought about fertilizers or pesticides being used to grow our food. It also never occurred to them that many of these toxics make their way to our waterways where they contaminate even more.

**During May's meeting; which took place on May 14th, we talked about alternative products we could use to keep the house clean and with a nice fresh smell.** This was a good topic for the *promotores*; they came up with a list of things they are already using and other things they have learned.

One of the *promotores* works with a cleaning program that uses environmentally safe cleaning products and did a small presentation on how to clean the floors and other surfaces using a steam machine. It was a pretty good way to get the *promotores* thinking of other ways to clean the house without utilizing toxic cleaners or candles and oil burners to make the house smell fresh etc.

**For June's meeting; which took place on June 24th, we talked about many products that we have at home that could have an explosive reaction if we do not handle them with care.** Many of these reactions could be a combination of things they already have at home and that for some reason end up stored really close to each other. We looked at a few YouTube videos that provided examples of such items that we have at home and that in many cases we can even drink and eat.

One good sample was the combination of Mentos with soda pop. Often, many teenagers combine these two items to get a thrill watching the explosion caused by the gas accumulated in the sealed bottle. We also watched another video with kids breaking fluorescents tubes on each other and in some cases using them as swords in a simulated sword fight. It was a good eye opener for many of them as then never thought their kids could do something like that.

**July's training was dedicated to promote Stormwater Pollution prevention and water conservation. This meeting took place on July 9th.** This day the

*promotores* learned why it is important to keep pollutants out of our waterways. Part of the training included the watershed, common pollutants, things that we all can do to prevent water contamination and resources available in the County.

They were all given pamphlets, flyers and other resources provided by Marin County Stormwater Pollution Prevention Program (MCSWPPP). Information in these materials was included in the training, so it made a lot of sense for them to take home and use them as resources they could share with others.

**For the month of August, the training was a follow-up on Stormwater Pollution prevention, but we made emphasis on used motor oil and filters.**

It took place August 13th and was almost completely dedicated to inform the *promotores* on the importance of proper recycling of used motor oil and filters. They learned the law to recycle the used motor oil. They also learned some statistics on water contamination by motor oil, making sure the filter also gets recycled and the resources (certified centers) available in the county.

A few of the *promotores* live in multifamily complexes, so one of them mentioned that he has personally seen oil containers and filters left next to the garbage bin. He will share the information with other tenants, especially those Do-It-Yourself Oil changers. He will also leave information in the laundry room.

**September's training was also part of the follow-up on the topic of water pollution prevention, but this time we focused on unused medications, creams, make up etc. The meeting took place September 10th.** Part of this training included information on the importance of keeping medications, and other toxics away from our waterways.

Disposing of unused, expired and/or unwanted medications in the toilet or tossing them in the garbage is a common practice, so part of the training included the proper ways to properly collecting them. They were given a list of all the places in Marin County that currently take back expired and/or unwanted medications. They were advised to take their control substances to the police department and were given the phone numbers and addresses of all the centers in order for them to call before bringing their medications.

Some of the *promotores* had mentioned some incidents from people using some face creams and make up that apparently had been found to have high levels of mercury and were wondering what they could do. We found all the information and shared a few things they could do to prevent from getting these products that many times come from other countries without being inspected by the USDA. These produces make their way here by relatives, friends or other people.

**The final meeting took place October 8<sup>th</sup>. We summarized all the topics covered in the last year and the *promotores* prepared a presentation on their overall experience and future goals as *Promotores Verdes*.** During this meeting, each *promotor* presented some of the things they learned and how they put in practice some to things that were mentioned at each of the trainings. They

also talked about their interest to continue outreaching the community to promote a clean and healthy environment.



One of the *promotores* that happens to live in a multifamily complex mentioned that after the second training, she approached the manager of her complex to ask for recycling and yard debris collection. After a few months her persistence paid off. They now have solid waste bin, a recycling bin and yard debris bin. She constantly monitors what goes in each one of them and talks to her neighbors or leaves information at the laundry room where

everyone is able to read it.



Another *promotor* mentioned some changes they now do at his place of work where they used to use pure bleach to clean. He suggested the used of only the appropriate amount of bleach and still be able to get the work done. He seemed pretty proud of this accomplishment as there was a lot of resistance from some of his coworkers. They believed that using good amounts of pure bleach was the only way to get clean their areas. Apparently they used to use gallons of bleach each week.

This meeting was a pretty special one for all the promoters as they also were given a certificate of completion by the office of 4th District Supervisor Steve Kinsey. Supervisor Kinsey's Aid, David Escobar, attended the meeting and proudly presented them with this recognition.





**CANAL HEALTH & SAFETY DAY 2012**  
**Binational Health Week Event**  
**Bahia Vista Elementary School**  
**Saturday, October 7<sup>th</sup> (10am-2pm)**

Once again, we had the opportunity to conduct outreach to the Community of Marin County during the Canal Health and Safety Day. This yearly event is put together by an initiative between California and Mexican community agencies that get together in order to bring health, community and other important information to the public in general. This event is known as the Binational Health Week. This year the event took place October 8<sup>th</sup> at Bahia Vista Elementary School in San Rafael. As in last year's event, we had the opportunity to work side by side with the group of *Promotores Verdes*.

Attendance was lower this time around. Organizers for this event estimated that about 500-600 people attended the event throughout the day; where many of them were able to get their free flu shot. The number of agencies that participated in this event was also lower. Some reason for this decline in community participation has to do with the budget crisis that has affected most of the agencies across the board.



The *Promotores Verdes*/Green promoters; which include community members, educators, and community leaders that work in organizations serving the needs of the Canal District and other underserved areas in Marin County are continuously getting informed in order to outreach their community. Their participation in this year's Binational Health Week event was once again a good venue to outreach the community the Canal Community.



Again this year, we brought the Used Oil and Filter Recycling Plinko Game; which we have used at other events. As always, it was very popular with the children, and many adults wanted a turn to play the game as well. In order to play the Plinko, every person had to answer a question on a specific category; which included: used motor oil and filters, water pollution prevention, toxics, e-waste, water conservation, yardwaste and compost. We also included a category on general recycling; which was necessary as we got many questions on this category.

The questions were based on facts about oil and filters, places that collect the e-waste, and other places that collect toxics in Marin County. We also included information on ways to prevent water pollution and ways to conserve water. Other questions had to do with things that are recyclable in the blue bin and the importance of proper disposal of fluorescents, batteries and medications.

About 90% of the people that attended the event were Spanish speaking, so our outreach was conducted primarily in Spanish. However, in many cases Spanish was a

second language for the participants, most of them were from Central American countries where other indigenous languages are spoken. There were also people that only spoke English; in which case we were able to provide them with information and answer their questions.

While people waited their turn to play the Recycling Plinko, it was the perfect opportunity to talk to them about the programs available in Marin County, the Marin County Stormwater Pollution Prevention Program (MCSTOPPP) and how to properly recycle and conserve. At times, people patiently waited to participate in the game while listening to the information we were providing. If the person answered the question correctly, they got a cool reusable grocery bag provided by the Sonoma County Water Agency. If they didn't answer the question correctly, they still got some information provided by MCSTOPPP and smaller prizes (pencils) provided by the *Promotores Verdes*.

As in last year's event, we conducted a brief survey to determine how many individuals/households change their own oil, whether they know that it is illegal to dispose of oil & filters in the trash or storm drains, where to recycle their oil and filters, and whether they are willing to tell someone about the information. The survey results showed that a very high percentage do change their own oil, almost 75%. More than half of those that change their own oil were able to name a specific location where they had taken the oil for recycling, though about 38% did not report that they recycled the filter (in some cases this may have been because they did not change the filter). Everyone surveyed agreed to tell others what they had learned. A copy of the survey results is attached.



During this event we also had the opportunity to inform them of the proper way to recycle the oil and filters and the different certified recycle centers in Marin County. Many of them took a copy of the "Take Pride on Your Ride" pamphlet provided by MCSTOPPP. They were surprised to find out there were many certified centers throughout the county.

This was a great venue to outreach the community of the Canal Area and based on the amount of people that approached our booth, people are always looking for information. Reinforcing the message to reduce, reuse, recycle, pollution prevention and conservation is definitely a good idea; especially at community events where person to person interaction gives us the opportunity to learn from that community.



## CANAL HEALTH & SAFETY DAY 2012

Saturday, October 6<sup>th</sup> 11-2pm

Dear colleagues,

You are invited to participate in our BiNational Health Week Event at Bahia Vista School 125 Bahia Way San Rafael, CA. 94901. It is a great opportunity to connect with your community, friends, family and colleagues while providing important and invaluable information and resources to our community. We look forward to your participation.

### PARTICIPANT INFORMATION

<b>Name of Agency:</b> C2 Alternative Services on behalf of Marin County Storm Water Pollution Prevention Program (MCSWPPP)	
<b>Agency Street Address:</b> 758 Pine St.	<b>City/Zip:</b> Santa Rosa, CA 95404
<b>Contact Person:</b> Hugo Mata	<b>Contact phone number:</b> 707-494-1699
<b>Title:</b> Director of Media and Bilingual Outreach	<b>Email address:</b> hugo@c2alts.net
<b>Number of Personnel staffing table:</b> 1	<b>Arrival Time: <u>9:00am</u> to <u>2:00pm</u></b>
Please have bi-lingual people staffing each table if possible.	Please arrive on time!
<b>Target Population:</b> <input checked="" type="checkbox"/> Children <input checked="" type="checkbox"/> Teens <input checked="" type="checkbox"/> Adults	
<b>Please give a brief description of the screenings and activity(s) you will be providing at the event for your target population.</b> We will provide information and education on used motor oil and filter recycling. At the same time, we will also provide information on water conservation, stormwater pollution prevention, general recycling, and environmental awareness.	
<b>Please give a description of any items you would give away. Including brochures, fliers, giveaways, food, etc.</b>  We will provide small give always containing the local phone number where people can call in case they have questions about recycling used motor oil and filters and other recyclables. These items include pamphlets, brochures, flyers, pens, pencils, etc.  At the same time, we will have a game (Recycling Plinko) giving people the opportunity to test their knowledge on recycling and conservation.	
<b>Please indicate if you have any special needs (privacy) or any other additional needs. (electric outlets, water, etc.) or would like to be situated next to another (similar) agency.</b>  If possible, it would be ideal to be next to a booth that provides similar information.	

Participation forms must be submitted by: Friday, August, 31st 2012

Please e-mail participation forms to: tracyfung116@yahoo.com

For questions, please call: (415) 676-7126

**♥This is a Green and Healthy event so please bring items that promote healthy and green choices ♥**

**Thanks so much for your participation!**

**CANAL HEALTH & SAFETY DAY 2012**

**Saturday, October 7, 2012 10-2pm**

do you (or someone in your household) change your own motor oil? (yes/no)	what did you do with the oil last time you changed it? (specific)	filter too? (yes/no)	Knows about illegality of disposing of oil/filters in garbage-stormdrains (yes/no)	Will tell others about recycling it correctly? (yes/no), What would you say?	Other notes
y	Took it to Dump	?	n	y	
y	AutoZone/Dump	y	y	y	
n	She thiks husband tatkes car to get service	not sure	y	y	
y, sometimes	O'Reilly	y	y	y	
y	Kragen	y	y	y	
y	Kragen	y	y	y	
y	Took it to Kragen	y	n	y	
y	Not sure where husband took it	n	n	y	
n	he is a mechanic, so they collected ther	y	y	y	
y	Kragen O'Reilly	n	n	y	



**APPENDIX F-3: CIGARETTE EATER METER LAUNCH FLYER AND NEWS RELEASE**

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# CIGARETTE EATER METER LAUNCH

THURSDAY MAY 30



FARMERS MARKET

6:00PM

Join us to launch **San Rafael Clean** coalition's newest & most creative strategy to keep litter off the streets!

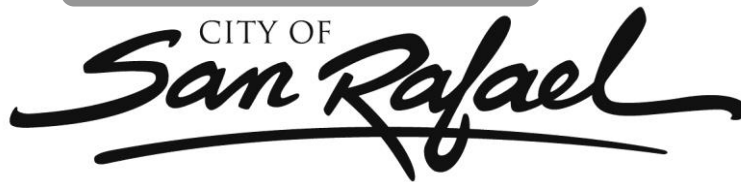


# PARK YOUR BUTTS HERE!

CITY PLAZA NEAR THE FOUNTAIN



# NEWS RELEASE



**Contact:** Carla Koop 415-485-3071

**For Immediate Release**

## **NO BUTTS ABOUT IT!**

San Rafael, CA – May 9, 2013 – [San Rafael Clean](#) (SRC), a coalition of local agencies and individual volunteers, is launching its newest and most creative strategy to help get litter off our streets—a cigarette butt litter display called the “Cigarette Eater Meter” to be installed downtown at the San Rafael City Plaza. A ribbon-cutting is scheduled for 6 pm on Thursday, May 30<sup>th</sup>, at the start of the Thursday evening Farmer’s Market.

From a distance, the large metal display, standing eight feet high, looks like an oversized parking meter. But instead of depositing change for parking, visitors deposit their cigarette butts in a slot. For every butt deposited, one cent goes to a local charity: the St. Vincent de Paul Society. And once the meter hits 100,000 butts, local businesses will contribute another \$1000 “matching” grant. Not only do contributors help reduce one of the most pervasive forms of trash in the city—over 10,000 butts are littered every three to four days in San Rafael alone—but in doing so, they support a good cause!

Close up, visitors learn the facts about cigarette butt litter through a series of educational vignettes. Not only are cigarette butts the most littered item in the city, but—a little known fact—they are made up of cellulose acetate, a type of plastic that never biodegrades.

It’s a serious message, but the whimsically designed “meter” by artists Ventana Amico and Enrique Goldenberg takes a lighthearted approach. The coalition wants to get the message across, not point fingers. Helping us all understand the problem is SRC mascot Oscar the Bulldog, who follows a trail of cigarette butt trash from street to storm drain to creek to the bay, all while pointing out the pitfalls of this persistent problem. Surely it would be hard for anyone to refuse his plea: park your butts here!

Some may recognize Oscar the Bulldog from a previous SRC campaign designed to raise awareness about proper disposal of cigarette butts. Last year, SRC distributed to local businesses 20,000 coasters emblazoned with Oscar’s mug, encouraging smokers to “put...cigarette butts in the can.” In addition, SRC volunteers initiated a unique “buyback” program funded by Bellam Self Storage and Boxes that invited diners at St. Vincent de Paul Society to contribute butts in exchange for cash. During the three-month program, participants received \$1 per ounce of butts collected, and amassed over 230,000 butts – all from the streets of San Rafael!

SRC wants there to be no butts about it: dispose of butts properly in the new Cigarette Eater Meter and let San Rafael streets be clean! For more information, visit [www.SanRafaelClean.org](http://www.SanRafaelClean.org). This project is being funded by MCSTOPPP and Bellam Self Storage and Boxes with additional funds from local businesses.

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**APPENDIX G**

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G-1: Nursery Outreach Efforts

G-2: Richardson Bay Regional Agency (RBRA) Richardson Bay Water Quality Testing Results

**APPENDIX G-1: NURSERY OUTREACH EFFORTS**

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Bayside Garden Center  
Attn: Matt  
1152 Tiburon Blvd.  
Tiburon, CA 94920

O'Donnell's Fairfax Nursery  
Attn: Manager  
1700 Sir Francis Drake Blvd.  
Fairfax, CA 94930

Nursery at Fairfax Lumber  
Attn: Augie Venezia  
109 Broadway  
Fairfax, CA 94930

Orchard Supply Hardware  
Attn: Bill Selk  
1151 Andersen Drive  
San Rafael, CA 94901

Sloat Garden Centers  
Attn: Katy Thomson  
420 Coloma  
Sausalito, CA 94965

Sunnyside Nursery  
Attn: Ross Perry  
130 Sir Francis Drake Blvd.  
San Anselmo, CA 94960

Goodman Building Supply  
Attn: Abel  
775 Redwood Hwy.  
Mill Valley, CA 94949

Green Jeans  
Attn: Kevin and Zander  
690 Redwood Hwy.  
Mill Valley, CA 94941

Paulger's Plants and Bulbs  
Attn: Manager  
57 Holiday Drive  
Novato, CA 94949

Armstrong Garden Center  
Attn: Manager  
1430 S. Novato Blvd.  
Novato, CA 94947

Target Nursery  
Attn: Nursery Manager  
200 Vintage Way  
Novato, CA 94945

Interior Plantscape Company  
375 Shoreline Hwy.  
Mill Valley, CA 94949

Gold Grade Nursery  
31 Gold Hill Grade  
San Rafael, CA 94901

Pini Hardware – Nursery  
Attn: Jim Stark  
1535 S. Novato Blvd.  
Novato, CA 94947

Las Baulines Nursery  
Attn: Michael Behrnson  
150 Olema-Bolinas Road  
Bolinas, CA 94924

Green Point Nursery  
Attn: Manager  
275 Olive Avenue  
Novato, CA 94945

Cal Native Nursery  
Attn: Dan Dufficy  
254 Shoreline Hwy  
Mill Valley, CA 94941

Marin Ace  
Attn: Michelle Leopold  
180 Merrydale Rd...  
San Rafael, CA 94903

Mostly Natives  
27235 Highway 1  
P.O. Box 258  
Tomales, CA 94971

Toby's Feed Barn  
Attn: Oscar Gamez  
11250 Star Route 1  
Pt. Reyes Station, CA 94956

Sloat Garden Center  
Attn: Manager  
2000 Novato Blvd.  
Novato, CA 94947

United Markets  
Attn: Nursery Manager  
51 Third Street  
San Rafael, CA 94901

West End Nursery  
Attn: Manager  
1938 Fifth Avenue  
San Rafael, CA 94901

Sloat Garden Center  
Attn: Molly  
657 E. Blithedale Ave.  
Mill Valley, CA 94941

Sloat Garden Center  
Attn: Shelley  
1580 Lincoln Avenue  
San Rafael, CA 94901

Home Depot – Nursery  
Attn: Charlie Rossi  
111 Shoreline Parkway  
San Rafael, CA 94901

Sloat Garden Center  
Attn: Donna  
401 Miller Avenue  
Mill Valley, CA 94941

Sloat Garden Center  
Attn: Greg  
700 Sir Francis Drake Blvd.  
Kentfield, CA 94904



Marin County Stormwater Pollution Prevention Program  
Marin County Department of Public Works  
P.O. Box 4186 • San Rafael, CA 94913-4186  
Tel. (415) 473-6528 • Fax (415) 473-7221

Member  
Agencies:

June 25, 2013

Belvedere

Dear Nursery Manager:

Corte Madera

The Marin County Stormwater Pollution Prevention Program (MCSTOPPP), on behalf of local cities, towns and unincorporated areas, is requesting your help in protecting the water quality of Richardson Bay.

County  
of Marin

Enclosed you will find a fact sheet identifying **best management practices that you and your staff can use** to help keep pollutants out of storm drains and waterways that flow to Richardson Bay.

Fairfax

Larkspur

When you wash walkways and equipment, irrigate plants, and clean-up after a spill, pollutants (e.g. pesticides, fertilizers, debris and sediment) can reach a storm drain if best management practices are not in place. In the Richardson Bay Watershed, all storm drains lead directly to local creeks, wetlands, and the Bay.

Mill Valley

Novato

Ross

Please share the enclosed information with your employees at staff meetings and/or post to a bulletin board for them to review. If you would like additional copies, or if you have any questions about the enclosed material, please don't hesitate to contact Gina Purin of my staff at 415-473-3202 or email us at [mcstoppp@marincounty.org](mailto:mcstoppp@marincounty.org).

San Anselmo

San Rafael

Sausalito

Thank you for your support and interest in helping to maintain and improve water quality in Richardson Bay.

Tiburon

Sincerely,

Terri Fashing  
Stormwater Program Administrator

Encl 1



Marin County Stormwater Pollution Prevention Program  
Marin County Department of Public Works  
P.O. Box 4186 • San Rafael, CA 94913-4186  
Tel. (415) 473-6528 • Fax (415) 473-7221

Member  
Agencies:

June 25, 2013

Belvedere

Dear Nursery Manager:

Corte Madera

The Marin County Stormwater Pollution Prevention Program (MCSTOPPP), on behalf of local cities, towns and unincorporated areas, is requesting your help in protecting the water quality of San Francisco Bay.

County  
of Marin

Fairfax

Enclosed you will find a fact sheet identifying **best management practices that you and your staff can use** to help keep pollutants out of storm drains and waterways that flow to San Francisco Bay.

Larkspur

Mill Valley

When you wash walkways and equipment, irrigate plants, and clean-up after a spill, pollutants (e.g. pesticides, fertilizers, debris and sediment) can reach a storm drain if best management practices are not in place. In Marin, all storm drains lead directly to local creeks, wetlands, or San Francisco Bay.

Novato

Ross

San Anselmo

Please share the enclosed information with your employees at staff meetings and/or post to a bulletin board for them to review. If you would like additional copies, or if you have any questions about the enclosed material, please don't hesitate to contact Gina Purin of my staff at 415-473-3202 or email us at [mcstoppp@marincounty.org](mailto:mcstoppp@marincounty.org).

San Rafael

Sausalito

Thank you for your support and interest in helping to maintain and improve water quality in San Francisco Bay.

Tiburon

Sincerely,

Terri Fashing  
Stormwater Program Administrator

Encl 1





**APPENDIX G-2: RICHARDSON BAY REGIONAL AGENCY (RBRA) RICHARDSON BAY WATER  
QUALITY TESTING RESULTS**

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**DRY SEASON**

	Single Sample					30 Day Geo Mean
Total Coliform Not To Exceed	10,000					1000
E. coli Not to Exceed	235					126
Enterococcus Not to Exceed	104					35



WALDO POINT GATES COOP Station #41	30-Aug-12	5-Sep-12	11-Sep-12	26-Sep-12	3-Oct-12	3-Oct-12
Total Coliform 10,000 / 1000	1401	1780	1246	5797	3130	2240
E. coli 235 / 126	175	148	74	393	199	172
Fecal 400 / 200	240	130	50	300	900	211
Enterococcus 104 / 35	51	10	10	120	10	23

KAPPAS HOUSEBOATS Station #43	30-Aug-12	5-Sep-12	11-Sep-12	26-Sep-12	3-Oct-12	3-Oct-12
Total Coliform 10,000 / 1000	591	0	2282	311	1086	1064
E. coli 235 / 126	52	145	160	63	41	79
Fecal 400 / 200	30	50	23	50	130	47
Enterococcus 104 / 35	20	31	10	9	10	14

WALDO "A" DOCK Station #40	30-Aug-12	5-Sep-12	11-Sep-12	26-Sep-12	3-Oct-12	3-Oct-12
Total Coliform 10,000 / 1000	204	1211	323	193	820	417
E. coli 235 / 126	20	63	41	62	31	40
Fecal 400 / 200	30	30	50	50	23	35
Enterococcus 104 / 35	10	9	9	86	10	15

WALDO POINT SOUTH 40 Station 15	30-Aug-12	5-Sep-12	11-Sep-12	26-Sep-12	3-Oct-12	3-Oct-12
Total Coliform 10,000 / 1000	145	1439	161	185	889	354
E. coli 235 / 126	41	31	20	132	223	60
Fecal 400 / 200	4	30	4	70	130	21
Enterococcus 104 / 35	10	9	9	10	9	9

CLIPPER BASIN #4 Station 14	30-Aug-12	5-Sep-12	11-Sep-12	26-Sep-12	3-Oct-12	3-Oct-12
Total Coliform 10,000 / 1000	84	650	73	228	226	183
E. coli 235 / 126	10	30	31	41	63	30
Fecal 400 / 200	13	2	50	30	50	18
Enterococcus 104 / 35	10	9	9	9	9	9

ARQUEZ MARINA Station #37	30-Aug-12	5-Sep-12	11-Sep-12	26-Sep-12	3-Oct-12	3-Oct-12
Total Coliform 10,000 / 1000	41	383	72	288	359	164
E. coli 235 / 126	9	20	10	9	20	13
Fecal 400 / 200	30	23	4	13	30	16
Enterococcus 104 / 35	9	9	9	9	9	9

CLIPPER BASIN #1, Station CB1 (NEW)	30-Aug-12	5-Sep-12	11-Sep-12	26-Sep-12	3-Oct-12	3-Oct-12
Total Coliform 10,000 / 1000	96	455	181	195	256	209
E. coli 235 / 126	36	9	10	10	9	12
Fecal 400 / 200	23	14	11	13	17	15
Enterococcus 104 / 35	9	9	20	9	9	11

SCHOONMAKER BEACH Station #33 (EHS)	29-Aug-12	5-Sep-12	12-Sep-12	26-Sep-12	3-Oct-12	19-Oct-09
Total Coliform 10,000 / 1000	373	63	771	20	85	125
E. coli 235 / 126	20	10	9	9	9	11
Fecal 400 / 200	17	30	2	1	13	3
Enterococcus 104 / 35	10	10	9	9	10	10

SCHOONMAKER Station #32	30-Aug-12	5-Sep-12	11-Sep-12	26-Sep-12	3-Oct-12	3-Oct-12
Total Coliform 10,000 / 1000	9	554	9	9	246	40
E. coli 235 / 126	9	31	9	9	9	12
Fecal 400 / 200	4	23	2	2	13	5
Enterococcus 104 / 35	9	10	9	9	20	11

**WET SEASON**

	Single Sample					30 Day Geo Mean
Total Coliform Not To Exceed	10,000					1000
E. coli Not to Exceed	235					126
Enterococcus Not to Exceed	104					35

9-Jan-13	16-Jan-13	22-Jan-13	30-Jan-13	6-Feb-13	6-Feb-13
1860	1236	1565	3255	1935	1867
122	455	313	187	63	183
80	300	130	300	50	136
31	41	41	135	41	49

9-Jan-13	16-Jan-13	22-Jan-13	30-Jan-13	6-Feb-13	6-Feb-13
1450	2046	691	2098	426	1129
10	10	20	63	10	17
22	14	30	70	8	22
9	30	9	52	10	17

9-Jan-13	16-Jan-13	22-Jan-13	30-Jan-13	6-Feb-13	6-Feb-13
216	62	473	1354	426	325
10	10	41	146	20	26
8	13	21	80	22	21
9	10	20	146	9	19

9-Jan-13	16-Jan-13	22-Jan-13	30-Jan-13	6-Feb-13	6-Feb-13
598	122	839	238	256	327
10	41	85	20	10	23
50	80	110	30	30	52
31	10	10	52	9	17

9-Jan-13	16-Jan-13	22-Jan-13	30-Jan-13	6-Feb-13	6-Feb-13
324	20	545	231	581	216
41	9	51	9	51	24
4	22	80	23	50	24
10	9	10	41	31	16






9-Jan-13	16-Jan-13	22-Jan-13	30-Jan-13	6-Feb-13	6-Feb-13
226	906	383	262	145	312
10	613	10	9	9	22
1	240	2	4	23	8
9	345	9	10	9	19

9-Jan-13	16-Jan-13	22-Jan-13	30-Jan-13	6-Feb-13	6-Feb-13
605	171	1376	108	627	395
110	52	20	10	109	42
30	9	50	4	80	21
31	9	41	9	41	21






9-Jan-13	16-Jan-13	22-Jan-13	30-Jan-13	6-Feb-13	6-Feb-13
96	132	231	145	86	130
9	96	20	20	9	20
8	70	22	13	8	14
9	52	9	10	9	13

9-Jan-13	16-Jan-13	22-Jan-13	30-Jan-13	6-Feb-13	6-Feb-13
98	122	327	75	120	129
20	20	20	20	20	20
4	8	2	8	9	5
9	9	9	10	9	9

**DRY SEASON**

	Single Sample					30 Day Geo Mean
Total Coliform Not To Exceed	10,000					1000
E. coli Not to Exceed	235					126
Enterococcus Not to Exceed	104					35
						
<b>GALILEE / NAPA Station #8</b>	30-Aug-12	5-Sep-12	11-Sep-12	26-Sep-12	3-Oct-12	3-Oct-12
Total Coliform 10,000 / 1000	120	420	158	9	216	109
E. coli 235 / 126	20	10	9	9	9	11
Fecal 400 / 200	4	2	13	4	11	5
Enterococcus 104 / 35	9	10	9	9	9	9
<b>MARINEWAYS Station MW (NEW)</b>	30-Aug-12	5-Sep-12	11-Sep-12	26-Sep-12	3-Oct-12	3-Oct-12
Total Coliform 10,000 / 1000	465	1130	197	379	759	495
E. coli 235 / 126	145	52	20	41	144	62
Fecal 400 / 200	170	80	13	30	80	53
Enterococcus 104 / 35	41	20	10	9	20	17
<b>PELICAN HARBOR Station #6</b>	30-Aug-12	5-Sep-12	11-Sep-12	26-Sep-12	3-Oct-12	3-Oct-12
Total Coliform 10,000 / 1000	10	323	52	20	161	56
E. coli 235 / 126	10	10	9	9	10	10
Fecal 400 / 200	7	1	1	8	8	3
Enterococcus 104 / 35	9	9	9	9	9	9
<b>SAUSALITO YACHT HARBOR Station #5</b>	30-Aug-12	5-Sep-12	11-Sep-12	26-Sep-12	3-Oct-12	3-Oct-12
Total Coliform 10,000 / 1000	41	262	41	75	97	80
E. coli 235 / 126	20	9	10	31	9	14
Fecal 400 / 200	2	8	4	13	2	4
Enterococcus 104 / 35	9	9	9	9	10	9
<b>SAUSALITO YACHT HARBOR Station #3</b>	30-Aug-12	5-Sep-12	11-Sep-12	26-Sep-12	3-Oct-12	3-Oct-12
Total Coliform 10,000 / 1000	84	328	75	30	121	94
E. coli 235 / 126	9	10	9	9	30	12
Fecal 400 / 200	30	7	17	11	2	10
Enterococcus 104 / 35	31	9	9	20	31	17
<b>CONTROL STATION DAYMARK #6 Station C</b>	30-Aug-12	5-Sep-12	11-Sep-12	26-Sep-12	3-Oct-12	3-Oct-12
Total Coliform 10,000 / 1000	10	259	9	9	20	21
E. coli 235 / 126	10	9	9	9	9	9
Fecal 400 / 200	4	17	2	2	2	4
Enterococcus 104 / 35	9	9	9	9	9	9
<b>CONTROL O STRAWBERRY POINT</b>	30-Aug-12	5-Sep-12	11-Sep-12	26-Sep-12	3-Oct-12	3-Oct-12
Total Coliform 10,000 / 1000	41	1381	51	52	97	108
E. coli 235 / 126	10	41	9	20	9	15
Fecal 400 / 200	7	4	13	4	2	5
Enterococcus 104 / 35	9	10	9	9	9	9

**WET SEASON**

	Single Sample					30 Day Geo Mean
Total Coliform Not To Exceed	10,000					1000
E. coli Not to Exceed	235					126
Enterococcus Not to Exceed	104					35
						
<b>GALILEE / NAPA Station #8</b>	9-Jan-13	16-Jan-13	22-Jan-13	30-Jan-13	6-Feb-13	6-Feb-13
Total Coliform 10,000 / 1000	86	41	122	74	134	84
E. coli 235 / 126	20	9	9	9	52	15
Fecal 400 / 200	30	13	8	17	22	16
Enterococcus 104 / 35	9	9	9	9	9	9
<b>MARINEWAYS Station MW (NEW)</b>	9-Jan-13	16-Jan-13	22-Jan-13	30-Jan-13	6-Feb-13	6-Feb-13
Total Coliform 10,000 / 1000	4106	816	1187	1119	1664	1492
E. coli 235 / 126	530	134	426	292	187	278
Fecal 400 / 200	300	30	240	240	80	133
Enterococcus 104 / 35	1333	173	75	63	52	141
<b>PELICAN HARBOR Station #6</b>	9-Jan-13	16-Jan-13	22-Jan-13	30-Jan-13	6-Feb-13	6-Feb-13
Total Coliform 10,000 / 1000	909	74	309	185	233	246
E. coli 235 / 126	10	9	10	10	31	12
Fecal 400 / 200	17	30	13	17	4	14
Enterococcus 104 / 35	41	20	20	20	9	20
<b>SAUSALITO YACHT HARBOR Station #5</b>	9-Jan-13	16-Jan-13	22-Jan-13	30-Jan-13	6-Feb-13	6-Feb-13
Total Coliform 10,000 / 1000	122	41	301	97	98	107
E. coli 235 / 126	10	9	9	10	20	11
Fecal 400 / 200	22	2	21	2	2	5
Enterococcus 104 / 35	26	10	9	9	31	15
<b>SAUSALITO YACHT HARBOR Station #3</b>	9-Jan-13	16-Jan-13	22-Jan-13	30-Jan-13	6-Feb-13	6-Feb-13
Total Coliform 10,000 / 1000	657	52	216	144	41	134
E. coli 235 / 126	10	9	10	9	9	9
Fecal 400 / 200	80	4	2	2	4	6
Enterococcus 104 / 35	9	10	20	41	9	15
<b>CONTROL STATION DAYMARK #6 Station C</b>	9-Jan-13	16-Jan-13	22-Jan-13	30-Jan-13	6-Feb-13	6-Feb-13
Total Coliform 10,000 / 1000	98	63	228	9	213	77
E. coli 235 / 126	10	41	9	9	10	13
Fecal 400 / 200	8	0	4	1	8	4
Enterococcus 104 / 35	9	9	10	10	10	10
<b>CONTROL O STRAWBERRY POINT</b>	9-Jan-13	16-Jan-13	22-Jan-13	30-Jan-13	6-Feb-13	6-Feb-13
Total Coliform 10,000 / 1000	545	75	249	341	187	230
E. coli 235 / 126	31	10	41	9	9	16
Fecal 400 / 200	23	13	4	23	4	10
Enterococcus 104 / 35	9	9	9	10	9	9